

**AGENDA – REGULAR MEETING  
PRESERVATION COMMISSION OF THE CITY OF REDONDO BEACH  
WEDNESDAY SEPTEMBER 3, 2014 - 7:00 P.M.  
REDONDO BEACH CITY COUNCIL CHAMBERS  
415 DIAMOND STREET**

**I. OPENING SESSION**

1. Call Meeting to Order
2. Roll Call
3. Salute to the Flag

City Clerk –  
Packet for scanning

**II. APPROVAL OF ORDER OF AGENDA**

**III. CONSENT CALENDAR**

*Business items, except those formally noticed for public hearing, or those pulled for discussion are assigned to the Consent Calendar. The Commission may request that any Consent Calendar item(s) be removed and, discussed, and acted upon separately. Items removed from the Consent Calendar will be taken up under the "Excluded Consent Calendar" section below. Those items remaining on the Consent Calendar will be approved in one motion following Oral Communications.*

4. Approval of Affidavit of Posting for the Preservation Commission Regular Meeting of September 3, 2014.
5. Approval of the following Minutes: Regular Meeting of May 7, 2014.
6. Receive and file the Strategic Plan Update dated August 19, 2014.
7. Receive and file written communications.

**IV. ORAL COMMUNICATIONS**

*Anyone wishing to address the Preservation Commission on any Consent Calendar item on the agenda, which has not been pulled by the Preservation Commission may do so at this time. Each speaker will be permitted to speak only once and comments will be limited to a total of three minutes.*

**V. EXCLUDED CONSENT CALENDAR**

**VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

*This section is intended to provide members of the public with the opportunity to comment on any subject that does not appear on this agenda for action. This section is limited to 30 minutes. Each speaker will be afforded three minutes to address the Commission. Each speaker will be permitted to speak only once. Written requests, if any, will be considered first under this section.*

**VII. EX-PARTE COMMUNICATIONS**

*This section is intended to allow all officials the opportunity to reveal any disclosure or ex-parte communication about the following public hearings.*

## VIII. PUBLIC HEARINGS

8. Public Hearing to consider a request for Landmark Designation, Certificate of Appropriateness and Exemption Declaration for the construction of an addition and exterior building alterations on property located within a designated historic district and within a Low Density Multi-Family Residential (R-3A) Zone.

APPLICANT:	Juan Valle
PROPERTY OWNER:	Same as applicant
LOCATION:	<b>304 N. Gertruda Avenue</b>
CASE NO.	2014-09-COA-004
RECOMMENDATION:	Staff Recommends Approval

## IX. OLD BUSINESS

## X. NEW BUSINESS

## XI. SUBCOMMITTEE REPORTS

- a. Education/Incentives
- b. Legislative
- c. Minor Alterations
- d. Historic Landscapes/ Redondo Stairway
- e. Survey Update
- f. Historic District Formation

## XII. COMMISSION ITEMS AND REFERRALS TO STAFF

*Referrals to staff are service requests that will be entered in the City's Customer Service Center for action.*

## XIII. ITEMS FROM STAFF

9. Notification of Planning Commission projects.

## XIV. ADJOURNMENT

The next meeting of the Preservation Commission of the City of Redondo Beach will be a regular meeting to be held at 7:00 p.m. on Wednesday, **November 5, 2014** in the Redondo Beach City Council Chambers, 415 Diamond Street, Redondo Beach, California

An agenda packet is available 24 hours a day at [www.redondo.org](http://www.redondo.org) under the City Clerk. Agenda packets are also available during City Hall hours at the Planning Department Public Counter and in the office of the City Clerk.

Any writings or documents provided to a majority of the Preservation Commission regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 415 Diamond Street, Door C, Redondo Beach, California during normal business hours. In addition, such writings and documents will be posted, time permitting, on the City's website at [www.redondo.org](http://www.redondo.org)

**APPEALS OF PRESERVATION COMMISSION DECISIONS:**

Decisions of the Preservation Commission may be appealed to the City Council. Appeals must be filed, in writing, with the City Clerk's Office within ten (10) days following the date of action of the Preservation Commission. The appeal period commences on the day following the Commission's action and concludes on the tenth calendar day following that date. If the closing date for appeals falls on a weekend or holiday, the closing date shall be the following business day. All appeals must be received by the City Clerk's Office by 5:00 p.m. on the closing date.

*It is the intention of the City of Redondo Beach to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (310) 318-0656 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.*

August 28, 2014

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES        )        ss  
CITY OF REDONDO BEACH         )

**AFFIDAVIT OF POSTING**

Pursuant to the requirements of Government Code Section 54955, agendas for a Regular Preservation Commission meeting must be posted at least seventy-two (72) hours in advance and in a location that is freely accessible to members of the public. As Planning Technician of the City of Redondo Beach, I declare, under penalty of perjury, that in compliance with the requirements of Government Code Section 54955, I caused to have posted the agenda for the September 3, 2014 Regular Meeting of the City of Redondo Beach Preservation Commission on Thursday, August 28, 2014, in the following locations:

City Hall, Door "A", 415 Diamond Street, Redondo Beach  
City Clerk's Counter, Door "C", 415 Diamond Street, Redondo Beach



Lina Portolese  
Planning Technician

 CITY OF REDONDO BEACH  
PROOF OF POSTING  
PRESERVATION COMMISSION  
REGULAR MEETING AGENDA

I, Lina Portolese hereby declare, under penalty of perjury, that I am over the age of 18 years and am employed by the City of Redondo Beach, and that the following document: Preservation Commission Regular Meeting Agenda of September 3, 2014  
(agenda date)

was posted by me at the following locations on the date and hour noted below:

Posted on: 8/28/14 at 2:00 PM  
(date) (time)

Posted at: City Hall, Door "A", 415 Diamond Street, Redondo Beach

City Clerk's Counter, Door "C", 415 Diamond Street, Redondo Beach

  
Signature

8/28/14  
Date:

**MINUTES OF THE  
REDONDO BEACH PRESERVATION COMMISSION MEETING  
MAY 7, 2014**

**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 Commissioner Callahan.

**ROLL CALL**

Commissioners Present: Callahan, Freeman, Jackson, (arrived at 7:40 p.m.) Ritums, Matsuno

Commissioners Absent: Penner-More, Guevara

Officials Present: Alex Plascencia, Assistant Planner  
Margaret Wood, Recording Secretary

**SALUTE TO THE FLAG**

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

**APPROVAL OF THE ORDER OF AGENDA**

Motion by Commissioner Matsuno, seconded by Commissioner Ritums, to approve the order of agenda. Motion carried unanimously.

**CONSENT CALENDAR**

- Approval of affidavit of posting for the May 7, 2014 regular Preservation Commission meeting agenda
- Approval of minutes of the March 5, 2014 regular Preservation Commission meeting
- Receive and file the April 15, 2014 Strategic Plan Update
- Receive and file written communications

Motion by Commissioner Ritums, seconded by Commissioner Matsuno, to approve the Consent Calendar. Motion carried unanimously.

**ORAL COMMUNICATIONS**

None.

**EXCLUDED CONSENT CALENDAR**

None.

**PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

Robert DeJernett, resident, reviewed and submitted a letter from himself dated May 7, 2013 and a document: *Proposed Amendments to the Mills Act Procedures to Provide City Compliance with State Law CGC 50280-50290* outlining his recommendations to modify the City application, Mills Act contract, and Preservation Ordinance.

Motion by Chairperson Callahan, seconded by Commissioner Ritums, to extend Mr. DeJernett's speaking time. Motion carried.

Mr. DeJernett proposed requirements for historic homeowners to maintain their properties and for the City to perform inspections. He said the City is losing money from Mills Act property owners who pay reduced property taxes. He said historic homeowners should be notified they must have property inspections every 5 years. He requested to postpone the current agenda items until the property owners are aware of the responsibilities. He requested an agenda item to discuss his recommendations.

Chairperson Callahan advised that she is following the recently approved project on Francisca and she planned to view each home on the Landmark roster. She said many homes she sees are being improved and all are in good repair.

In response to Commissioner Matsuno, Mr. DeJernett said it is the City's responsibility to perform the inspections and the Commission should follow up.

Planner Plascencia said the topic is not agendized and can be addressed independently or as a future agenda item.

Motion by Commissioner Freeman, seconded by Commissioner Ritums, to receive and file the document from Mr. DeJernett. Motion carried unanimously.

#### **EX PARTE COMMUNICATIONS**

None.

#### **PUBLIC HEARINGS**

##### Public Hearing to Consider a Request for Removal of Property at 810-814 S. Catalina Avenue from the Potential Historic Resource List

Planner Plascencia recalled the request was denied by the Preservation Commission in November 2013; however he said it is necessary to reconsider because incomplete findings were made and all criteria were not considered. He also said it has been established that the Preservation Commission is authorized make the finding for CEQA exemption without an environmental review. He said staff believes the Commission can determine the property is not historic, and he recommended approval of the request.

Chairperson Callahan spoke against circumventing potential historic resource requirements.

Commissioner Freeman said the analysis is thorough and the additional criteria demonstrates the property was not a court when it was first built and did not have the characteristics; but rather a portion was added later to make it a court. He said the property appears asymmetrical.

Commissioner Matsuno said the additional criteria supports the fact that the property is in the characteristic style of a court. He said only 3 other courts remain. He said the architecture is a special element and the open feeling characteristic of that style and type and is being lost. He said this type of architecture is nearly gone and he did not support the demolition.

Commissioner Ritums said the property is modern, inviting, and open, and she did not support the demolition.

Commissioner Matsuno was not convinced the property was not designed as a court, adding that possibly the entire property was not available originally.

Chairperson Callahan was critical of owners who allow their properties to deteriorate in order to justify demolition.

Elizabeth Srour, agent for the property, clarified the owners did not intentionally allow the property to deteriorate. She said the construction occurred over a 12-year period, the property does not conform to zoning and building codes, and insufficient parking is available. She also said the property does not meet historic property criteria. She said properties are evaluated according to guidelines and it is unfair to compromise use based on nostalgia.

Dave Kaplan, Historic Architect, said the property was built by a number of owners over several years. He added the smooth exterior has been changed.

Kim Wooden, property owner, said her family purchased the property in 1980. She said the business partner who managed the property did not maintain it. She said her family did not inspect the property due to personal problems; therefore the existing deteriorated condition was not discovered until 2009.

At 7:40 p.m. Commissioner Jackson entered the meeting.

Paul Gordon Laughlin, property owner, said he was unaware the property was not being maintained, and he is currently in litigation with his business partner.

Marci Guillermo, resident, recommended postponing a decision until the litigation determines who is responsible for neglecting the facility.

Chairperson Callahan closed the public hearing.

Planner Plascencia pointed out the fact that preservation principles include preserving superior examples. He said the courtyard design was built over a period of time and the property was built out of the period of significance of this type of building and does not epitomize that architectural style. He said a decision cannot be based on rarity.

Commissioner Matsuno said the property is one of 5 top examples.

Motion by Commissioner Matsuno to deny the removal and demolition.

Motion failed for lack of a second.

Motion by Commissioner Freeman, seconded by Commissioner Jackson, to approve the request for demolition.

Motion failed by the following vote:

Freeman – Yes

Jackson – Yes

Matsuno – No

Ritums - No

Callahan - Abstain

At 7:57 p.m. Planner Plascencia requested a recess to research voting protocol.

The meeting was reconvened at 8:15 p.m.

### **ROLL CALL**

Commissioners Present: Callahan, Freeman, Jackson (arrived at 7:40 p.m.), Ritums, Matsuno

Commissioners Absent: Penner-More, Guevara

Officials Present: Alex Plascencia, Assistant Planner  
Margareet Wood, Recording Secretary

Planner Plascencia clarified that cases with no action are appealable to City Council. He recommended discussing the findings and considering a substitute motion in order to reach a decision. He said the findings support staff's recommendation to approve the request; and a motion to deny the request requires supporting findings.

Chairperson Callahan read the findings contained in the staff report.

Motion by Commissioner Ritums, seconded by Commissioner Jackson, to approve staff's recommendation to approve the request for demolition.

Motion carried by the following vote:

Freeman – Yes

Jackson - Yes

Ritums - Yes

Matsuno - No

Callahan - Abstain

### **Public Hearing to Consider a Request for Designation of the Building and Property at 211 Avenue E as a Local Historic Landmark**

Planner Plascencia explained the property underwent a significant remodel during which termite and water damage necessitated extensive preservation and restoration work. He said the new exterior closely resembles the original, and he referred to the consultant determination that the property is unique and eligible for landmark designation. He recommended approval of the designation.

Allen Vick, property owner, said complete documentation of the restoration, including the portions damaged and replaced by termites and dry rot are available. He said the restored portion looks almost the same as the original structure and the second story is only visible from across the street. He said the building blends with the neighborhood.

He said his work also included interior renovation, earthquake retrofit, and a new foundation. He expressed his long-term plan to maintain the property.

In response to Commissioner Jackson, Mr. Vick said the restoration lasted 2 years.

Chairperson Callahan closed the public hearing.

Chairperson Callahan complimented the appearance of the property.

In response to Commissioner Callahan, Planner Plascencia said it is difficult to determine how much of the original structure remains because records are not kept longer than 3 years. He added that some parts were preserved and some were relocated. He said the new addition will be assessed at the market rate.

Commissioner RItums asked about a minimum requirement for Mills Act applications.

Commissioner Matsuno commended the owner for his efforts to save the structure.

Mr. Vick said the preservation consultant recommends applying the Mills Act to the original 1,425 square feet. He said the front and side walls were maintained; and the floor joists and stucco were replaced with a duplicate texture.

In response to Commissioner Jackson regarding future maintenance, Planner Plascencia explained that Secretary of Interior standards require designated properties to keep within the spirit of the original in terms of scale and mass.

In response to Chairperson Callahan, Mr. Vick said the original 1,425 square feet remain and approximately 2,000 square feet have been added on top.

Chairperson Callahan said the Mills Act was meant to preserve old buildings in their original state and not 1/3 of a large new house. She agreed the new stucco matches perfectly. She said she has a problem not knowing how much of the original structure remains. She added that most of the properties of that era were 800 or 900 square feet.

Mr. Vick said the 1930 drawings show 1,474 feet. He said the front main portion has nothing over it; and the addition is located to the side and rear.

Commissioner Freeman supported the application. He said the property would not exist without the owner's efforts which have made a contribution to the community.

In response to Commissioner Matsuno, Planner Plascencia said a general policy shift regarding distinguishing additions from original structures can be discussed during subcommittee reports. He said he can work with the applicant to clarify square footage and consult the County Assessor about applying the Mills Act to a percentage of the reassessed building. He said the Commission can direct staff to continue researching before making a decision.

Motion by Commissioner Ritums, seconded by Commissioner Jackson, to approve the request. Motion carried unanimously.

Public Hearing to Consider a Request for Designation of the Building and Property at 306 N. Gertruda Avenue as a Local Historic Landmark

Planner Plascencia said the Craftsman building was built in 1921 and is located within the Gertruda Avenue Historic District. He said the original wood siding, exposed beams and rafter tails, promenade, fireplace, and the majority of windows are still intact; and the bungalow is a hybrid because of its ornate porch. He recommended approval of the designation.

In response to Chairperson Callahan, Steve Bopp, property owner, said the rear building was previously a garage.

In response to Commissioner Ritums, Mr. Bopp said the front windows open like doors, the windows facing the driveway do not open, and the windows on the sides of the fireplace are sealed.

Commissioner Matsuno commented on the property's interesting historic background. He mentioned a Mills Act reference to significant historic figures. He said bungalows were built for the working class and it seems like unlikely that a historic figure lived there.

Chairperson Callahan closed the public hearing.

Motion by Commissioner Matusno, seconded by Commissioner Ritums, to approve the application. Motion carried unanimously.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**SUBCOMMITTEE REPORTS**

Minor Alterations

Commissioner Matsuno reported the relocation of a stairway and the elimination of a window were approved for the property at 629 South Broadway. He also said the property on Catalina Avenue was discussed and the use of matching siding for the addition was approved.

Planner Plascencia said the policy of the previous Commission was to require a differentiation in siding size and texture on additions. Regarding the property on Catalina Avenue, he said the most visible element on the addition, the new pad, clearly distinguishes it from the original. He also said the wood sidings are different and he was comfortable with allowing the board-and-batten siding to remain. He explained the property owners hired a different architect who was unclear about Commission

recommendations; and the Minor Alterations subcommittee decision allowed them to proceed in a timely manner.

#### **COMMISSION ITEMS AND REFERRALS TO STAFF**

Chairperson Callahan requested an update on the project at 225 South Francisca Avenue.

In response to Chairperson Callahan, Planner Plascencia said the July Commission meeting is normally canceled unless an application is submitted.

#### **ITEMS FROM STAFF**

Planner Plascencia reminded the members to complete their ethics training and conflict of interest forms.

Planner Plascencia reported the historic variance for 519 South Catalina Avenue was approved by the Planning Commission and the next phase is construction documents.

In response to Commissioner Matsuno, Planner Plascencia said the properties listed on the Planning Division memorandum include Planning Commission approvals and administrative entitlements; and the document is included to keep the Commission up to date. He said historic properties will be noted.

In response to Commissioner Freeman, Planner Plascencia explained that, within CEQA, categorically exempt is determined on routine applications or cases that do not warrant further environmental review.

#### **ADJOURNMENT**

Chairperson Callahan adjourned the meeting at 9:15 p.m. to the next regular meeting on July 2, 2014.

Respectfully submitted,

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Alex Plascencia  
Assistant Planner



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# Administrative Report

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Council Action Date: August 19, 2014

**To: MAYOR AND CITY COUNCIL**

**From: JOE HOEFGEN, INTERIM CITY MANAGER**

**Subject: STRATEGIC PLAN UPDATE ON SIX-MONTH OBJECTIVES, WATER QUALITY IMPLEMENTATION MATRIX, SUSTAINABILITY/GREEN TASK FORCE PRIORITY MATRIX, AND MAJOR CITY FACILITIES PRIORITY LIST**

## **RECOMMENDATION**

Receive and file the monthly updates to: 1) the six-month strategic objectives established at the Strategic Planning Retreat held on March 27, 2014; 2) the Water Quality Implementation Matrix; 3) the Sustainability/Green Task Force Priority Matrix; and 4) the Major City Facilities Priority List.

## **EXECUTIVE SUMMARY**

On March 27, 2014, the City Council held a Strategic Planning Workshop to establish six-month objectives. Monthly updates are provided to the Mayor and Council to enable them to monitor the City's progress. Updates to the Water Quality Implementation Matrix, the Sustainability/ Green Task Force Priority Matrix and the Major City Facilities Priority List are also provided. This current update is the third of the March 27, 2014 Strategic Planning session's six-month objectives. The next Strategic Planning Retreat will be held on October 9, 2014.

## **BACKGROUND**

The City Council's Strategic Plan directs the development of the City budget, program objectives, and performance measures. The goals provide the basis for improving services, and preserving a high quality of life in the City.

The City began strategic planning in 1998 with the creation of the first three-year strategic plan covering the period of 1998-2001. In October 2001, a second three-year plan was developed for 2001-2004. At the February 25, 2003 retreat, these Core Values were added: Openness and Honesty, Integrity and Ethics, Accountability, Outstanding Customer Service, Teamwork, Excellence, Environmental Responsibility, and Fiscal Responsibility. A third three-year plan was developed in March 2004,

## **Administrative Report**

August 19, 2014

Strategic Plan, Water Quality Matrix,  
Sustainability/Green Task Force Matrix,  
Facilities Priority Update  
Page 2

covering the period of 2004-2007, and including a vision statement. In September 2007, the fourth three-year plan was developed with new goals and objectives. A fifth three-year plan was developed on March 3, 2010. Finally, the sixth three-year strategic plan was developed on September 12, 2013. The following are the five strategic plan goals for 2013-2016. They are not in priority order:

- Vitalize the waterfront, Artesia Corridor, Riviera Village and Space Park
- Improve public infrastructure and facilities
- Increase organizational effectiveness and efficiency
- Build an economically vital and financially sustainable city
- Maintain a high level of public safety with public engagement

The City Manager provides monthly updates to the adopted six-month objectives to enable the Mayor and City Council to monitor the City's progress on the Strategic Plan.

### Water Quality Implementation Matrix

On July 19, 2005, the City Council adopted a resolution to form a 15-member Water Quality Task Force. During their 12-month assignment, the Task Force developed a Recommendations Report. The Report was presented to a joint meeting of the City Council and Harbor Commission. The City Council directed staff to report back with a prioritized action plan for implementation. The Recommendations Implementation Matrix was received by the Council on November 21, 2006, with direction for staff to provide a status report to accompany the Strategic Plan reports. The monthly status update is attached.

### Sustainability/ Green Task Force Priority Matrix

On January 16, 2007, the City Council adopted a resolution to form a 15-member Green Task Force to study and address a variety of environmental issues faced by the City. During their 12-month assignment (later extended to 15 months), the Task Force developed a Sustainable City Plan that included 26 recommendations. The Report was presented to the City Council on May 13, 2008. The City Council directed staff to assemble the recommendations into a matrix. On August 19, 2008, the City Council received and filed the Sustainability/ Green Task Force Priority Matrix and reviewed it on October 21, 2008. The monthly status update is attached.

### Major City Facilities Priority List

On February 13, 2007, the City Council adopted the Major City Facilities Priority List. The Council requested that the list come back periodically for review. The attached version reflects the addition of the Dominguez Park Community Center as directed by

the City Council during adoption of the Fiscal Year 2007-2008 Budget on June 19, 2007.

### **COORDINATION**

All departments participated in the development of the Strategic Plan and in providing the attached update. Relevant departments have reviewed the Water Quality Implementation Matrix, Sustainability/Green Task Force Matrix, and Major City Facilities Priority List.

### **FISCAL IMPACT**

The total cost for this activity is included in the Mayor and City Council's portion of the FY 2014-2015 Adopted Annual Budget.

Submitted by:

*Joe Hoefgen, Interim City Manager*

Attachments:

- Strategic Plan Update - Six-Month Objectives dated August 19, 2014
- Water Quality Implementation Matrix dated August 19, 2014
- Sustainability/ Green Task Force Implementation Matrix dated August 19, 2014
- Major City Facilities Priority List dated June 2007

# CITY OF REDONDO BEACH SIX-MONTH STRATEGIC OBJECTIVES

March 27, 2014 - September 15, 2014

ACM=Assistant City Mgr CD=Community Development PW=Public Works WED=Waterfront and Economic Development CS=Community Services

THREE-YEAR GOAL: <b>VITALIZE THE WATERFRONT, ARTESIA CORRIDOR, RIVIERA VILLAGE AND SPACE PARK</b>						
WHEN	WHO	WHAT	STATUS		COMMENTS	
			DONE	ON TARGET / REVISED		
1. April 30, 2014	WED Director	Present to the City Council for consideration the final documents to purchase the Redondo Beach Marina Leasehold.	X			
2. At the May 20, 2014 City Council meeting	PW Dir. - lead, WED Dir., Harbor Dir., CS Dir.	Present to the City Council options for the development of Moonstone Park.		X	Options to be presented at September 16 <sup>th</sup> meeting.	
3. July 31, 2014	CD Dir. and PW Dir., with input from the Police Chief and City Attorney	Initiate discussions with the Riviera Village Association (RVA) Business Improvement District (BID) regarding options for outdoor dining and a possible streamlined outdoor dining permit process.		X	Options have been identified. Meeting with RVA anticipated in September	
4. July 31, 2014	Harbor Master and City Attorney	Present to the City Council for review guidelines for paddle sports in King Harbor.		X	Staff attorney reassignment has delayed the completion of this goal beyond the target date; no revised date yet established.	
5. Sept. 15, 2014	City Manager -lead, CD Dir., and PW Dir.	Complete the planning, including staffing, for the three Artesia Mini-Strategic Plan tasks: the renaming of Artesia Blvd., the Specific Plan for Artesia Blvd, and the potential formation of a Business Improvement District (BID).		X		
6. FUTURE OBJECTIVE At the _____ City Council meeting	PW Dir., with input from the Harbor Commission and business community	Recommend to the City Council for action options for a new name for Torrance Blvd.				

**THREE-YEAR GOAL: IMPROVE PUBLIC INFRASTRUCTURE AND FACILITIES**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. June 30, 2014	PW Dir., working with neighboring cities	Prepare a draft Enhanced Watershed Management Plan for compliance with the new Municipal Storm Water Permit.	X			
2. June 30, 2014	PW Dir., working with the Police Chief and CD Dir.	Complete security improvements at selected city facilities.			X	New counters and a lockable entry door and new exterior doors have been installed at Door E. Work continues on other security improvements.  Staff Report to Council on Aug. 19 with recommendation to purchase meter housings and adapters @ \$68,632. Anticipate a Staff Report request to purchase 360 IPS meters for the housings at a September Council Meeting.
Sept. 1, 2014	Police Chief, working with the PW Dir.	Develop and implement a schedule for the replacement of street parking meters in Riviera Village.		X		
4. Sept. 15, 2014	CS Dir., working with the City Attorney and CD Dir.	Present to the City Council for consideration an ordinance for funding public arts projects in Redondo Beach.			X	Planning Commission Meeting discussion on October 21 <sup>st</sup> .
5. FUTURE OBJECTIVE	Police Chief	Identify future phases for replacement of parking meters citywide, including a funding mechanism.				Staff will consider a request at midyear.

**THREE-YEAR GOAL: INCREASE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. May 1, 2014	City Clerk and IT Dir.	Complete the roll out of agenda laptops to the City Council.			X	Revised to August 19, 2014
2. At the June 17, 2014 City Council meeting	City Clerk – lead, Treasurer, City Attorney	Present to the City Council for discussion and potential direction charter changes (e.g., modifying term limits, adjusting City Treasurer duties) for the Nov. 4, 2014 ballot.	X			Completed on July 1, 2014
3. At the June 3, 2014 City Council meeting	IT Dir., working with the City Clerk, City Manager, City Attorney	Prepare a budget request for City Council consideration for a comprehensive update of the city's website, customer service technology, social media tools and required staffing.	X			
4. Sept. 15, 2014	Finance Dir. - lead, City Attorney, City Manager, City Clerk	Recommend to the City Council for consideration an ordinance to modernize the city's purchasing limits.		X		

**THREE-YEAR GOAL: BUILD AN ECONOMICALLY VITAL AND FINANCIALLY SUSTAINABILITY CITY**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. As part of the budget process	City Manager, working with the Department Heads	Present to the City Council for consideration by June 30, 2014 options to restore the remaining employee compensation reductions.	X			
2. Sept. 1, 2014	City Manager, working with all department heads and all union groups	Determine the feasibility of providing services to other entities, bringing services in-house or contracting services to increase revenue and achieve savings while maintaining a high level of service.		X		
3. Sept. 15, 2014	PW Dir., working with the City Attorney and City Manager	Present to the City Council for consideration a franchise agreement to contract with Athens Disposal for street sweeping.		X		
4. Sept. 15, 2014	City Attorney and City Clerk	Provide to the City Council for consideration options to amend the city's Utility Users Tax Ordinance.		X		
5. FUTURE OBJECTIVE	Finance Dir. and City Treasurer	Provide to the City Council for action options for integrating a local city dog licensing fee collection with veterinarians.				

**THREE-YEAR GOAL: MAINTAIN A HIGH LEVEL OF PUBLIC SAFETY WITH PUBLIC ENGAGEMENT**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. July 1, 2014	Police Chief, working with the IT Dir. and PW Dir.	Provide training and fully implement the jail surveillance video camera system.			X	Implementation and training is delayed pending meet and confer with the labor associations. A draft policy has been submitted to the Human Resources Director.
2. At the July 1, 2014 City Council meeting	Police Chief, working with the City Attorney	Present to the City Council for consideration an update to the Redondo Beach Bail Schedule.	X			Completed. Approved by City Council and currently awaiting approval by the presiding judge of the Superior Court.
3. At the July 15, 2014 City Council meeting	Police Chief and City Attorney	Present to the City Council for consideration an ordinance to regulate parking in municipal public parking lots.			X	A proposed ordinance will be presented to City Council by the first meeting in September. A draft ordinance was submitted as a Service Request to the City Attorney's Office for review in June. Awaiting a response.
4. Sept. 15, 2014	Police Chief, working with the HR Dir. and with the Mayor who is assisting with recruiting	Hire and retain 96 sworn personnel to reach the budgeted 96 positions.		X		As of July 1 <sup>st</sup> , the FY 2014-2015 budget reduced the number of authorized sworn staff from 96 to 93 officers. There are currently four police officer vacancies.

Water Quality Task Force  
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
1 <b>Street Sweeping (9a)</b> Revoke all street sweeping exemptions to meet NPDES requirements.	Engineering	Resolution on policies and procedures adopted.	X				Project completed.
2 <b>Trash Truck Leaks (9a)</b> Prevent trash trucks from leaking.	Public Works	Discussion with solid waste management company to identify enhancements to the existing processes to insure leaking trucks are identified and repaired	X				Project completed.
3 <b>Trash Bin Leaks (9a)</b> Prevent trash bins from leaking.	Public Works	Discussion with solid waste management company to identify enhancements to the existing processes to insure leaking trash bin are identified and repaired	X				Project completed.
4 <b>Red Tide Monitoring (9a)</b> Coordinate with USC to establish monitoring locations for monitoring devices.	Harbor	Buoys installed for full-time use in March. Data downloaded weekly. USC team working on transmitting data electronically.	X				Project completed.
5 <b>Rain Gutter Routing (9a)</b> Route all gutters on pier buildings through an alternate system.	Engineering	Plans and specification design work	X				Project completed.
6 <b>Develop Bacterial Source Identification (9b) (Source Point Testing - 9a)</b> Use DNA tests or other methods to identify bacterial sources.	Engineering	LA County Sanitation will report findings with preliminary action plan to technical group in June, 2009.	X			Aug-10	Project Completed.

Water Quality Task Force  
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
7 <b>Harbor Circulation Improvement (9b)</b> <b>(Marina Aeration - 9a)</b> Investigate installation of facilities to increase circulation in the Harbor.	Engineering	Preliminary design done -pending funding source			X	TBD	For Budget Consideration Funding from Federal Government being requested FY 2014-15
8 <b>Commercial Best Management Practices (9a)</b> Establish a volunteer program for implementing BMPs at commercial establishments at the Harbor / Pier / Waterfront areas.	Harbor / Engineering	Presented to Harbor Commission on 09/08/08.	X			Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
9 <b>Hazardous Waste Drop (9a)</b> Expand hazardous waste drop-off program. <i>Especially at water areas south of the Redondo Municipal Pier</i>	Public Works / Fire	No action at this time.			X	TBD	For Budget Consideration FY 2014-15
10 <b>Parking Lot Debris Catchers (9a)</b> Initiate pilot program for small catch basin debris filters. <i>Implement Harbor Leasee parking lot sweeping program</i>	Engineering	Plans and specification design work	X			Jan-10	Project completed.
11 <b>Harbor Trash Skimmers (9a)</b> Initiate alternate methods for removing floating harbor materials.	Engineering	Plans and specification design work	X			Jul-14	Project completed.
12 <b>Oil spill clean-up (9a)</b> Purchase oil absorbing snakes for use in oil spill clean-up.	Fire	400 feet of snake absorbent purchased and stored at Harbor Patrol. Task Completed.	X				Project completed.
13 <b>Laws &amp; Regulations (9a)</b> Review existing State & Federal laws as pertains to water quality.	Engineering		X			Mar-11	Project completed.
14 <b>Watershed Management Program (9a)</b> Establish urban watershed program similar to Santa Monica.	Engineering				X	TBD	For Budget Consideration FY 2014-15

Water Quality Task Force  
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
<b>15 Pet Waste (9a)</b> Install 'doggie poles' with waste bags in public areas.	Engineering / Public Works	Presented to CC - 10 containers installed on Esplanade / Harbor Drive	X				Project Completed.
<b>16 Sprinkler Standards (9a)</b> Develop a Certification program for commercial & residential properties with installed water-wise irrigation systems and landscaping. <i>Coordinate with West Basin Water District's existing program</i>	Engineering				X	TBD	For Budget Consideration FY 2014-15
<b>17 Hot Line (9a)</b> Establish a Water Quality Hot Line for public reporting of concerns. <i>Establish a web link to the WQTF Plan and matrix</i>	Engineering		X			Jul-08	Project completed. (PW investigating marketing of hotline)
<b>18 Ongoing Water Quality Task Force (9a)</b> <i>Staff report needed to determine how to continue the WQTF through either the Harbor Commission or Public Works Commission</i>	Harbor / Engineering	No new progress			X	TBD	Planning Stage
<b>19 Continuous Deflection Separation Units (9a)</b> Evaluate possibility of installing additional CDS units on all waterfront discharge storm drains. <i>Photos of annual cleaning will be posted</i>	Engineering				X	TBD	For Budget Consideration FY 2014-15
<b>20 Non-profit formation (9a)</b> Consider creation of a 501(c)3 organization to assist in grant funding development.	City Manager / City Attorney		X			Jun-08	For Budget Consideration 501(c)3 created, website - <a href="http://www.cleanwaterfrontredondo.org">www.cleanwaterfrontredondo.org</a>
<b>21 Develop Clean Waterfront Plan (9b)</b> Plans could include improvements based on successes in Santa Monica & Newport.	Harbor	Sample plans collected. Adopted BMPs will be key component of plan.				X	For Budget Consideration FY 2014-15
<b>22 Develop Clean Marina Program (9b)</b> Establish program and recognition standards.	Harbor	All 4 RB marinas participate in a recognized program or have committed to do so. Staff providing assistance and monitoring progress.				X	For Budget Consideration FY 2014-15

Water Quality Task Force  
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
23 <b>Develop &amp; Implement BMPs for Bait Barges (9b)</b>  Ensure that bait barges are properly disposing of waste .	Fire / Harbor / Planning / Engineering / Public Works	Inspections completed. BMPs drafted and will be presented to Harbor Commission. Fire Completed physical inspection of barge. No hazardous storage or processes noted. Barge operates seasonally, per hazmat tech. No disclosure manifest warranted.	X				Project Completed
24 <b>Develop &amp; Implement BMPs for Fuel Dock (9b)</b>  Ensure that fuel docks within King Harbor employ BMPs while conducting business.	Harbor / Fire	Presented to Harbor Commission on 09/08/08.	X			Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
25 <b>Develop &amp; Implement BMPs for Boaters (9b)</b>  Encourage and educate boaters in BMPs for boating.	Harbor	Presented to Harbor Commission on 09/08/08.	X			Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
26 <b>Develop &amp; Implement BMPs for Boat Yards &amp; Maintenance Facilities (9b)</b>  Adopt CASQA's BMPs and ensure they are followed.	Harbor	Presented to Harbor Commission on 09/08/08.	X			Dec-08	BMPs approved by CC - November, 2008. Pamphlets distributed 12/08
27 <b>Design &amp; Construct Harbor Circulation Improvements (9b)</b>  Study improving circulation methods and utilize power plant intake lines.	Engineering						
28 <b>Develop &amp; Implement a program to insure that BMPs applicable to the beach and pier area are fully utilized (9b)</b> Aggressively adhere to all LARWQCB TMDLs.	Public Works					TBD	For Budget Consideration FY 2014-15
			X			Jul-07	Project Completed

Water Quality Task Force  
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
29 <b>Pier Fish Cleaning Station, Boaters and Charter Boats (9b)</b> Ensure sink wastes are diverted to the sewer system, educate boaters.	Harbor / Public Works	Confirmed that sink wastes are diverted to the sewer system.	X				Project Completed
30 <b>Watershed Runoff (9b)</b> Investigate permeable surfaces for rainstorm waters.	Engineering						
31 <b>Develop &amp; Implement a Community Outreach Plan (9c)</b> Utilize volunteer forces to educate the community at large.	Harbor / Engineering	Sample plans from other jurisdictions being collected.				TBD	For Budget Consideration FY 2014-15
32 <b>Explore funding opportunities at the Federal, State, County, Local, Corporate, and Private levels</b> Increase City visibility and funding for water quality tasks.	Engineering / City Manager					TBD	For Budget Consideration FY 2014-15 Seeking grant opportunities
33 <b>Harbor Emergency Response Volunteer Team (9e)</b> Immediate mitigation of red tide forces through volunteer teams.	Harbor / Fire / Public Works			X			Ongoing
34 <b>Street &amp; Harbor Lease Hold Sweeping **</b> Coordinate with businesses for sweeping	Harbor	PW, Harbor, & Fire held a Red Tide Response Drill for City crews & volunteers September 27, 2007.  Policies and ordinances from other jurisdictions being collected. Staff discussing current practices with leaseholders.	X				Project Completed
35 <b>Web Page Update **</b> Monthly updated posting to the City website	Engineering						
				X			Ongoing

\*Note - Details of timeline and a breakdown of steps will be provided for each task on the matrix as implementation progresses.

\*\* By City Council direction from 11/21/06 CC meeting

Sustainability/Green Task Force  
Recommendations Implementation Matrix

08-19-14

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
<p><b>Sustainability:</b> Add sustainability as one of Redondo Beach's Core Values listed in its Annual Reports and Strategic Plans.</p>	ACM		X				"Enhance the livability and environmental sustainability of our community" revised in the March 25, 2009 Strategic Planning workshop.
<p><b>Full-Time Employee:</b> Designate a full-time, on-going staff position dedicated to implementing and researching all Green Task Force Initiatives, including grant writing.</p>	ENG				X		Next opportunity to be evaluated is as part of the 2015-16 Budget Cycle
<p><b>Public Education Program:</b> Support a comprehensive public education program to promote green living and building ideas, energy and resource conservation, and other environmental concepts such as "teaching Green" or "Sustainable Works."</p>	PW			X			"Green Building" consumer education materials received and available at the Building counter.
<p><b>Cool City Classification:</b> The City Council should sign the U.S. Mayors Climate Protection Agreement and establish a Cool Cities program for the City of Redondo Beach.</p>	ENG		X				Baseline inventory presented to CC - March 16, 2010.
<p><b>Eco-Friendly Business Initiatives:</b> As part of the Economic Development Council, the City should identify a representative to implement eco-friendly initiatives within the business community.</p>	HBT				X		
<p><b>Support for RBUSD Environmental Programs:</b> Direct staff to reach out to the Redondo Beach Unified School District (RBUSD) in promoting, supporting, and implementing green initiatives.</p>	ACM				X		5/23/12 - City staff conducted training program w/RBUSD students on stormwater quality management in the form of BMPs for restaurants.
<p><b>Green Building Incentives:</b> Develop a set of incentives in the form of rebates, space offset programs, and recognition programs for green/sustainable building practices.</p>	BLDG		X				City Council (CC) adopted Green Building Code (GBC) 12/07/10. Updated GBC scheduled to go to CC in Oct. Bldg Standards Comm. delayed 2013 Cal Green & Energy Code adoption until July 2014.
<p><b>Fee Structure:</b> Balance fee structure to accommodate rebate incentives given for green homeowners, and builders.</p>	BLDG		X				City Council approved Tier 1 & Tier 2 rebate programs on 12/07/10.

Sustainability/Green Task Force  
Recommendations Implementation Matrix

08-19-14

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
9 LEED Standards: Adopt LEED standards for all city buildings.	BLDG			X			North Branch Library certified as LEED GOLD building - presented @ SOTC on 02/22/11.
10 Ordinance Update: Review and update ordinances to support LEED compliant measures.	BLDG/ENG				X		
11 Staff Training: Train appropriate city staff and acquire LEED certification to eliminate need for hiring LEED consultants.	ENG			X			Staff attended fall 2011 CALBO green workshops.
12 Educational Plan: Implement an educational plan, including web access and distribution of green vendors and services, for all constituents – homeowners, developers, builders, Chamber of Commerce, regional networks, etc.	PW				X		Public Works to coordinate an energy efficiency / water conservation workshop w/ SBESC.
13 Urban Forest Ordinance: Pass an Urban Forest Ordinance that solidifies and codifies current practices regarding trees in the city.	PW				X		
14 Pursue Tree City USA Designation: The City Council should seek designation as a Tree City USA that provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs.	PW				X		
15 Land Use Policy, Zoning Regulation, and Associated Fee Amendments: Amend land use policies, zoning regulations and associated fees to provide an incentive for maintaining existing and/or creating new non-public open space.	Planning				X		
16 Historical and Specimen Tree Protection: Revise relevant preservation ordinances to include Specimen Trees and revise a complete list of trees on public and private land that are, or can be, landmarked or designated as specimen trees.	Planning / PW / RCS		X				Existing code provides for applications to designate trees as historic landmarks.

Sustainability/Green Task Force  
Recommendations Implementation Matrix

08-19-14

RECOMMENDATION	LEAD	PROGRESS	STATUS			TARGET DATE	COMMENTS
			DONE	ON TARGET	FUTURE		
<p><b>17 High Profile City Projects:</b> Implement two or three specific high-profile energy and resource projects that would help showcase the City's efforts to become a beacon of Green adaptation.</p>	ENG			X			LED streetlight fixtures installation complete along Artesia Blvd., the Esplanade, and in Riviera Village.
<p><b>18 Renewable Energy Project Financing:</b> Establish a relationship with a third party financing company to provide funding for both City and private projects involving conversion or adaptation to green energy.</p>	HBT			X			06-22-10 - CC Adopted Resolution to participate in LA CO AB-811 program.
<p><b>19 Inter-departmental Staff Resource Utilization Committee:</b> Establish an inter-departmental staff committee whose purpose it is to create and maintain a Long-Term Resource Utilization Policy that would include a prioritized list of energy conservation and generation projects aimed at reducing city-wide energy consumption.</p>	ACM				X		
<p><b>20 Shop &amp; Dine Redondo Program:</b> Collaborate with the Redondo Beach Chamber of Commerce &amp; Visitors Bureau to develop a "Shop &amp; Dine Redondo" Program specifically designed to build a stronger local economy, healthier environment and reduce the total vehicle miles driven by those living and/or working in the community.</p>	HBT				X		NRBBA 'Dine Around Artesia' held annually in May.
<p><b>21 Strategic School Traffic Reduction Plan:</b> Collaborate with the Redondo Beach Unified School District (RBUSD) and local residents to develop a Strategic Traffic Reduction Plan.</p>	ENG			X			Staff coordinated implementation of pilot "Walking School Bus" programs in conjunction with Vitality City focus.
<p><b>22 Residential Development Rights Transfer System:</b> Research the feasibility of developing and implementing new density neutral land policies, zoning regulations and legal mechanisms that would allow owners of residentially-zoned properties to sell permitted development rights for transference to other properties located within specified public transit zones that also provide an ample amount of local shopping and dining opportunities.</p>	Planning				X		

Sustainability/Green Task Force  
Recommendations Implementation Matrix

RECOMMENDATION	LEAD	PROGRESS	STATUS		TARGET DATE	COMMENTS
			DONE ON TARGET	FUTURE		
<p><b>23 Strategic New Parkland Development Plan:</b> Develop a Strategic New Parkland Development Plan specifically focused on creating more neighborhood oriented parkland in the park-poorest areas in the city.</p>	RCS			X		
<p><b>24 Beach Cities Transit &amp; Visitor Information Kiosks:</b> Collaborate with the Redondo Beach Chamber of Commerce to create one or more Beach Cities Transit (BCT) &amp; Visitor Information Kiosks at high traffic locations near transit stops in the city.</p>	HBT			X		
<p><b>25 Beach Cities Transit Wi-Fi Service Pilot Program:</b> Perform a feasibility study on implementing a Beach Cities Transit (BCT) Wi-Fi Service Pilot Program.</p>	HBT			X		
<p><b>26 Integrated Bicycle Master Plan:</b> Expand the Local Bikeway Plan into an Integrated Bicycle Master Plan, including bike racks, which will transform Redondo Beach into a premier bicycle friendly city.</p>	ENG		X			On 05-21-13 the City Council approved a LOA with LA Metro for the Bicycle Transportation Plan Implementation Project.

## **Major City Facilities Priority List**

June, 2007

In order for the City to ensure quality services to our residents, businesses, and visitors, we need to have a plan for our future facilities needs. The City's current Five Year Capital Improvement Program (CIP) addresses the near future. Through this process, the City's most pressing capital needs are programmed using funding sources available over the 5 year planning period. For ease of reference, the adopted CIP includes a "needed, but not funded" list of capital projects. This list is designed to track possible future projects, however, there is little to no likelihood of funding in the short term. There is no planning document in place to take address facilities needs beyond this 5 year horizon. In order to set priorities beyond this horizon, a City Facilities Priority List has been developed.

The City has also developed a draft Asset Management Plan. This Asset Management Plan is a blueprint for the City to maximize the financial returns from its real property assets. The draft Asset Management Plan has not yet been finalized or presented to the City Council for approval as many of the assets in the draft Asset Management Plan assumed to possibly generate on-going revenues are encumbered with current facilities or seen as possible sites for new or relocated facilities. A City Facilities Priority List will enable the City to identify which assets are needed over the longer term and which are available for development through the Asset Management Plan.

The City's adopted Strategic Plan established the following three year goals:

- **Achieve financial stability and balanced economic growth.**
- **Maintain and improve public facilities, infrastructure and open spaces.**
- **Improve the attractiveness and livability of our neighborhoods.**
- **Maintain and improve public safety.**
- **Maintain and improve communication, productivity and efficiency in a healthy workplace.**

Included in the current Strategic Plan are a number of objectives directly related to facilities and asset management. These include:

- **Present to the City Council an inventory list of citywide real property assets.**
- **Develop a Facilities Master Plan for preventive maintenance of all City facilities.**
- **Develop and present to the City Council a City facilities overview for improvement and/or replacement of major City facilities, including financing options and prioritization.**

Having functional and updated public facilities can assist in achieving all of the Strategic Plan goals and other strategic objectives. For example, achieving customer service related objectives could be assisted by the development of functional, efficient, and customer friendly service areas. There is also a direct link between the quality of public facilities and providing a healthy workplace.

The City's future facility needs are many, with funding unlikely to be available over the near or even long-term to meet them all. A Major City Facilities Priority List will be useful to guide staff and the community as we seek funding for our many facilities needs.

### **Relationship to Statements of Financial Principles**

The City's adopted Statements of Financial Principles has a number of points which can guide the City's future efforts in meeting its long-term facility needs. Financial Principles relating to the financing of facilities include:

- 2.a) The City will maintain a level of expenditures which will provide for the well-being and safety of the general public and citizens of the community;
- 2.b) The City will manage its financial assets in a sound and prudent manner;
- 2.c) The City will maintain and further develop programs to assure its long-term ability to pay the costs necessary to provide the highest quality service required by the citizens of Redondo Beach;
- 2.e) The City will maintain and improve its infrastructure;
- 2.f) The City will provide funding for capital equipment replacement, including a long-term technology plan, to achieve greater efficiency in its operations.
- 3.e) One-time revenues shall be used for one-time expenditures;
- 3.g) The City will continue to explore revenue raising alternatives as necessary and pursue all grants available to local government.
- 5.c) The City will set aside a reasonable and prudent amount of General Fund monies for capital improvements and repairs of various facilities, in its annual budget process.
- 5.f) The long-term operating impact of any capital improvement project must be disclosed before the project is recommended for funding.
- 10.a) Enterprise activities will be programmed to generate sufficient revenues to fully support the Enterprise's operations including debt service requirements, current and future capital needs.

These Financial Principles were considered in establishing the recommended prioritization.

### Relationship to 2006 Community Opinion Survey

The City initiated a survey of residents to gauge their level of satisfaction with life and services in Redondo Beach and other matters. The survey was conducted by True North Research in October 2006, with the final report dated December 18<sup>th</sup>, 2006. A number of the highlights from the survey, as summarized below, have broad relevance to facilities planning

- When asked about what one change the City could take to make Redondo Beach a better place to live, now and in the future, the sixth highest response was improving public safety/enhancing police department (5%).
- Residents rated 20 specific services with public safety services ranked as most important, including maintaining a low crime rate, providing fire protection and prevention services, and providing emergency medical services being the top three, with providing Library services being 7<sup>th</sup>.
- The level of satisfaction with these same 20 services was also surveyed, with residents most satisfied with fire protection and prevention services, emergency medical services, and maintaining a low crime rate, among others.
- The highest ranked spending priorities included improving disaster preparedness.
- Fifty-six (56%) of voters initially indicated that they would support a \$30 million public safety bond to replace deteriorating police facilities, make public safety buildings earthquake safe, improve access to the disabled, and upgrade the Emergency Operations Center.
- One of the top candidates for improvements to bolster resident satisfaction includes preparing the City for disasters.

These results would tend to reinforce that public safety facilities should be given priority, especially those facilities which are designated as essential facilities for the purpose of disaster preparedness and response.

## Project Descriptions

***Aquatics Center and Events Plaza*** – The aging facilities at Seaside Lagoon are inadequate and would require substantial reinvestment in the current structures and operation. In addition, contradictory regulations regarding water quality have adversely impacted the ability of the City to operate the current facility without running the risk of violating State water quality standards. A new replacement aquatics amenity including an events plaza have been proposed as part of a development on the Redondo Beach Marina site, though in a more southerly location adjacent to the location of a proposed boat launch. The City is currently undertaking an initial assessment of alternatives for a new aquatics center and events plaza. The initial estimates of cost range from \$8 to \$15 million depending upon the scope of amenities. It is anticipated that this replacement facility would be funded from Harbor Enterprise funds and development related revenues.

***Anderson Park Community Center*** – City facilities in Anderson Park include a senior center located on School property, modular and annex buildings used for recreation and child development programs, the Boy Scout House and the Girl Scout House. The combined area of these facilities is 8,365 square feet. Over the years, there has been discussion about consolidating and expanding these facilities on the same site, in a new structure. In 1978, there was a significant amount of analysis done regarding a new community center and gymnasium in two new structures, plus a remodeled Senior Center. The total estimated cost of this scope of development was \$5 million. Lack of funding did not allow the project to proceed. The 2001-2006 Capital Improvement Program included a smaller scale consolidated facility, without the gymnasium, with an estimated cost of \$1.5 million. An initial \$150,000 was funded in the 01/02 fiscal year, and this amount was carried over into both the 02/03 and 03/04 fiscal years. During this time, there was a series of scoping meetings, but no identified funding source for the full amount. The \$150,000 in initial funding was eliminated from the CIP in the 04/05 Fiscal Year. As part of the FY 2006/07 budget, \$50,000 was allocated to undertake a new Anderson Park Master Plan that will include a facilities needs assessment. In the first quarter of 2007, the City will be engaging the services of a consulting firm to undertake the Master Plan.

***City Hall Replacement*** - The current City Hall of approximately 38,000 square feet was mostly built in 1961 with subsequent additions and has met the City's needs to a great degree for the last four decades, with some minor additions and remodeling. However, the building's design is highly inefficient in its layout and configuration due to its numerous entrances and corridors. It is difficult to secure and does not have a customer-friendly design. The building does not meet current standards for elements of life safety, including seismic safety, which could limit the ability of the structure to be used in the event of a natural disaster, thereby complicating the City's emergency response and recovery operations. Ultimately, a new facility could be constructed on the current civic center site which would have an efficient design, allow for improved customer service, and promote operational savings. In addition, certain off-site City offices, such as the Recreation & Community Services administrative offices, could potentially be consolidated into a new structure. A three-story structure complementary to the Library building of approximately 50,000 square feet is estimated to cost \$10 million. If the Police facility were relocated outside of the Civic Center area, this, together with a new City Hall on a smaller footprint may present an opportunity to make the Broadway frontage available for development. This may be a way to partially fund the cost of a replacement City Hall.

**Dominguez Park Community Center** – The Dominguez Park/Heritage Court Master Plan, adopted by the City Council in December of 1992, included a 3000 square foot Community Building. The building was designed to incorporate materials and forms to complement the adjacent historic structures. The building included a 2000 square foot multi-purpose room, two smaller meeting rooms, a non-commercial kitchen, restrooms and a mechanical/storage room. The estimated cost of the structure in 1992 was \$360,000.

**Fire Station One/Administration** – Fire Administration is currently located in Fire Station One on Broadway. This facility was constructed in 1958 and was designed to accommodate 11 firefighters. Today the station supports 33 firefighters 24/7-365 days annually. While adequate for the foreseeable future, the temporary relocation of Fire Administration and suppression personnel would facilitate a remodel of the existing fire station to allow for an upgrade to current standards. In addition, the possible relocation of Fire Administration into a new Police or Public Safety facility would allow for better coordination of public safety services and some economies of scale. Fire Station One is also designated as a critical service facility in the event of a natural disaster or other emergency situation; facilities upgrades there would serve that purpose. Alternatively, Fire Administration could remain at Fire Station One if it could be accommodated as part of a remodel and expansion of the facility. However, given the constrained size of the site, this can only be determined through a specific design analysis.

A Needs Assessment was done regarding Fire Administration, Fire Station One, and the Harbor Patrol in 2002. This effort, an outgrowth of the Heart of the City Plan which did not ultimately proceed, looked at number of alternative scenarios and provides an indication of scale for each of the components. Since that time, the Fire Department has not modified its operations and is consistent with the needs assessment performed in 2002. Based on those findings, the Fire Department requires an additional 4000 square feet of Administrative & Lobby office space and an additional 3000 square feet of Firefighter living area. This would require the addition of a second story for both additions should the existing site be utilized.

**Harbor Patrol Building** – Currently located on Mole B, the existing facilities consist of an aging permanent structure, housing office and operational functions, and a modular unit as a residential component. A replacement facility which combines all required functions into a single contemporary structure would improve operational efficiency and address inadequacies. The Harbor Patrol facility needs were determined to be approximately 1,500 square feet of space as part of the 2002 Needs Assessment described under Fire Station One/Administration.

**New Corporation Yard** – The City's existing Corporation Yard on Gertruda is physically inadequate and limits the City's ability to ensure public works services are provided in the most operationally efficient manner. The existing facility is situated on two separate parcels (approximately 1.71 acres) on opposite sides of Gertruda. The City purchased a 5.36 acre parcel of land along Kingsdale Avenue in north Redondo Beach as a possible site to relocate the Corporation Yard. While this site could allow for the development of a more adequate replacement facility, the site is not centrally located and may be more valuable from an economic development perspective given its adjacency to the South Bay Galleria. An alternative concept which would provide economies of scale is the co-location of the Corporation Yard with the Parks Yard on Beryl. This more intensive scope of development on an existing City owned site would still allow for the sale and/or reuse of the Gertruda and Kingsdale sites. The westerly Gertruda parcels have already been rezoned to Residential Medium Density (RMD) and R-3. The Beryl site may not be sufficient in size to allow the Police Firing Range to continue to operate on this site, requiring relocation of the range.

**North Branch Library/Hayward Center** – A conceptual design has been completed for a replacement facility for the existing North Branch Library and Hayward Community Center located on Artesia Boulevard. This new facility would replace an aged and inadequate existing facility, built in 1949, as well as serve as a catalyst for the on-going revitalization of Artesia Boulevard. The estimated cost of this new 12,000 square foot facility is \$5,800,000. The City Council has set-aside \$1,895,000 of the amount needed. The Library Foundation's fundraising efforts have raised approximately \$620,000 to date. The City has also been pursuing other funding sources, including a County-related source. The recent failure of a statewide Library Bond issue has eliminated one possible outside funding source for the near future.

**Police Building** - The current Police Facility, built in 1959, is overcrowded and does not provide a working environment that meets contemporary standards for law enforcement. The Police Department's Investigations Division is housed in leased facilities across the street. The Parking Enforcement Unit is located within City Hall. The Property and Evidence Unit's warehouse is located on property across from the City Yard and the officer's report writing room is located within a trailer in the police department's rear parking lot. The existing station in the Civic Center does not meet current standards for elements of life safety, including seismic safety, and falls short of the desirable standards for a critical response facility necessary to address the needs of the community in the event of a natural or other disaster. Main deficiencies include a non-conforming jail, inefficiencies due to non-consolidation of staff and facilities, a lack of customer and employee parking, an inefficient layout that does not promote public accessibility, and inadequate facilities. Past needs assessments have suggested that approximately 75,000 square feet would provide for an efficient and contemporary facility. The estimated cost of such a facility is approximately \$30,000,000. The majority of the funding would have to be generated from existing or new City resources such as a voter-approved bond issue. One option would be the City's possible acquisition of the Redondo Beach Unified School District property at 200 PCH which currently houses the Police Investigations Division as a site for a new Police Facility. This 2.49 acre site is in close proximity to the existing Civic Center. Building a new facility at a new site would eliminate the attendant costs and impacts on existing police operations during construction.

**Transit Center** – Possible development of a new Transit Center to replace the inadequate facility at the South Bay Galleria has been on the drawing board for some time. A new Transit Center located off Catalina was a key component of the failed Heart of the City Plan, and at that time the City was successful in securing a Federal Earmark of funds totaling \$2,240,317 for its development. The City Council recently engaged the City's Federal lobbyist to secure an extension while the City explores alternative locations for a new Transit Center. One option is the existing City-owned parcel on Kingsdale. However, use of that parcel is dependent on the City's final determination of the new Corporation Yard and the finalization of expansion plans for the Galleria. The scope of a new Transit Center at minimum would be 14 bus bays instead of the 8 currently at the Galleria. Other elements of the project would include parking, layover areas, landscaping, lighting, shelters, and benches at an estimated cost of \$3,000,000. While a portion of this would be federally funded, there would be a local match of 20% required, though this could possibly be secured from MTA or another local source. This cost estimate does not include land cost with a 3 to 3.5 acre site needed for a stand-alone facility.

**Relationship to Existing Five Year Capital Improvement Program**

The adopted Five Year Capital Improvement Program for 2006 to 2011 includes partial funding for two projects: the North Branch Library and Hayward Center, and the Aquatics Center & Events Plaza. For the North Branch Library, of the \$5,789,530 in estimated cost, only \$1,895,000 in City funds set-aside and \$620,000 of the \$700,000 in funds to be raised by the Library Foundation are currently available. The remaining \$3,194,530 was anticipated to have been made available through the Statewide Library Bond. There is \$412,460 in Tideland Funds budgeted for planning and design of a Boat Launch. The Aquatics Center & Events Plaza has carryover funds available from 2005/06 totalling \$1,045,439 as follows: \$117,000 for Seaside Lagoon Outfall Improvements, \$288,493 for Seaside Lagoon Restroom Improvement, and \$640,000 for Seaside Lagoon Water Recirculation.

Three other facility projects as summarized below are on the Unfunded and Underfunded CIP Projects List:

<b>Project</b>	<b>Estimated Cost</b>	<b>Funding Source</b>
Corporation Yard	\$8,000,000	Capital Projects Fund (General Fund)
Police Facility	\$29,398,450	Bonds
Combination Headquarters Fire & Harbor Patrol	\$10,425,000	Grants

(Pages xviii and xix of 2006-2011 CIP)

### Evaluation Factors

In order to prioritize facility needs, staff developed evaluation factors against which each proposed facility was reviewed. These factors were as follows:

**Health & Safety** – Facility improvements which would enhance the City’s ability to improve public health or safety directly or which would enhance public health and safety services would have highest priority. This would include facilities which have an emergency services/operational role designated as “Essential Facilities.” Elimination of hazards such as buildings which do not meet seismic standards or other critical functionality requirements should also rank high. Physical security of City facilities was also not a factor in their original design to the level needed in today’s post 9/11 world.

**Operational Efficiency** - Projects rank high in this area if one result would be significant operating savings and/or reduced maintenance costs. Addressing federal or state mandates would be a positive factor. This would include replacing buildings with inefficient layouts or space usage with more efficient structures.

**Financial Feasibility** – Facilities which have identifiable funding streams, especially from outside sources such as fees or grants, would rate higher. Reduced operating or maintenance costs would also be a factor to consider. An ability for a portion of the facility development costs to be self-financed through better utilization of an existing property would also result in a higher rating.

**Employee Welfare** - Providing employees with a safe and healthy workplace is not only a federal and state mandate, but it also a best practice in order to assist the City in becoming an employer of choice with related productivity enhancements and an ability to provide enhanced services.

**Economic Development Benefit** – Projects which would have a direct economic development benefit such as serving as a catalyst for other reinvestment in an area or which would result in another public asset being freed-up for direct economic development purposes would be viewed more favorably.

**Revenue Generation** - Future City facilities may provide an opportunity for direct or indirect revenue generation. For example, commercial lease space could be developed as part of a facility, or elements of a facility may be used on a contract basis by another agency. Alternatively, development or relocation of a facility may free-up an existing site for a revenue generating use.

**Customer Service Enhancement** - The City’s ability to provide one-stop or more efficient customer service is limited due to the age and design of City facilities. Some operations are in completely separate structures thereby frustrating customers who may have to visit more than one place in the conduct of business.

**City Facilities Needs List**

<b>Facility</b>	<b>Square Footage</b>	<b>Cost Est.</b>	<b>Proposed Location</b>	<b>Financing Opportunities</b>	<b>Current Status</b>	<b>Factors</b>
Aquatics Center & Events Plaza	TBD	\$8,000,000 to \$15,000,000	Redondo Beach Marina Leasehold	Tidelands Uplands	Conceptual design effort underway	Health & Safety Operational Efficiency Financial Feasibility Economic Development Benefit Revenue Generation
Anderson Park Community Center	8,365 current	\$4,000,000	Anderson Park	General Fund Grants Quimby Fees	Prior conceptual plans developed; new needs assessment underway	Customer Service Enhancement Operational Efficiency Health & Safety
City Hall Replacement	38,186 current 50,000 proposed	\$10,000,000	Current Site	General Fund Enterprise Funds Bonds	No activity	Health & Safety Operational Efficiency Employee Welfare Customer Service Enhancement
Dominguez Park Community Center	2,000 proposed	\$600,000	Heritage Court area	General Fund Grants Quimby Fees	Master plan approved in 1992, no activity since	Customer Service Enhancement
Fire Station One/ Administration	10,506 current 7,000 addition	\$2,500,000	Current Site or Fire Admin co-located with Police	General Fund Grants Bonds	Alternative concepts developed as part of Heart of the City effort; no current activity	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Customer Service Enhancement

<i>Facility</i>	<i>Square Footage</i>	<i>Cost Est.</i>	<i>Proposed Location</i>	<i>Financing Opportunities</i>	<i>Current Status</i>	<i>Factors</i>
Harbor Patrol Building	1,400 current 1,500 proposed	\$750,000	Mole B	Tidelands Grants	Conceptual facility scoped as part of Heart of the City; no current activity	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Customer Service Enhancement
New Corporation Yard	6,800 current	\$8,000,000	Consolidated with City Parks Yard	General Fund Enterprise Funds	Conceptual design developed for Beryl site	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Economic Development Benefit Revenue Generation Customer Service Enhancement
North Branch Library and Hayward Center	4,284 current 12,000 proposed	\$5,800,000	Current Site	General Fund Foundation Funds Grants Library Bond	Conceptual design completed; Foundation fundraising underway	Operational Efficiency Financial Feasibility Employee Welfare Economic Development Benefit Customer Service Enhancement
Police Building	25,453 current 5,500 current leased 75,000 proposed	\$30,000,000	Current Location or Alternate to be Identified	General Fund Grants	Multiple needs assessments completed, last update in 2004	Health & Safety Operational Efficiency Financial Feasibility Employee Welfare Economic Development Benefit Revenue Generation Customer Service Enhancement

<i>Facility</i>	<i>Square Footage</i>	<i>Cost Est.</i>	<i>Proposed Location</i>	<i>Financing Opportunities</i>	<i>Current Status</i>	<i>Factors</i>
Transit Center	TBD	\$3,000,000 (not including land acquisition)	To be Determined	Grants Transit Funds	Federal earmarks need to be extended; concept developed for Kingsdale site	Operational Efficiency Customer Service Enhancement

## **Conclusions**

Opportunities exist for the City to invest in the upgrading of its major public facilities over time. Currently, the City does not have resources available in the operating budget, especially the General Fund, to adequately maintain and repair the diverse number of existing City facilities. As such, adding new facilities, especially those which do not have a dedicated source of funding for on-going maintenance and repair, is not advised. However, replacement of existing facilities, which will result in improved operational efficiencies and can be financed in a manner which enhances the City's bottom line should be pursued. Those facilities critical to providing the highest priority services should be considered first. This initial effort to provide a major City Facilities Priority List establishes a framework for setting out which projects should be pursued based upon evaluation factors which address broader City goals. Again, this general prioritization will ultimately be influenced by many external and internal factors, such as the availability of outside funding. It is anticipated that multiple projects can be pursued to certain preliminary levels depending upon staff and financial resources in order for the City to be positioned to move forward with a project when circumstances are best. For example, having facilities conceptually designed, or even investing in the development of working drawing so that you have a shelf ready project, could mean that outside funding is more likely to be secured in a competitive process.

Given the need to maintain a flexible approach to the prioritization of major public facilities, a tiered listing with projects listed alphabetically in each tier has been developed. The priority list resulting from this analysis and the evaluation factors identified is as follows:

### **Tier One**

Aquatics Center & Events Plaza  
New Corporation Yard  
North Branch Library  
Police Building

### **Tier Two**

City Hall Replacement  
Harbor Patrol Building  
Fire Station One/Administration

### **Tier Three**

Anderson Park Community Center  
Dominguez Park Community Center  
Transit Center



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# Administrative Report

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**Preservation Commission Hearing Date: September 3, 2014**

**AGENDA ITEM:** 8 (PUBLIC HEARING)  
**LOCATION:** 304 N. GERTRUDA AVENUE  
**APPLICATION TYPE:** LANDMARK DESIGNATION, CERTIFICATE OF APPROPRIATENESS AND HISTORIC VARIANCE  
**CASE NUMBER:** 2014-09-COA-004  
**APPLICANT'S NAME:** JUAN VALLE

**APPLICANT'S REQUEST AS ADVERTISED:**

Consideration of a request for a Landmark Designation, Certificate of Appropriateness, Historic Variance and Exemption Declaration to allow construction of a one-story addition to the main residence with exterior improvements, while preserving the original historic structure, pursuant to Chapter 4, Title 10 of the Redondo Beach Municipal Code.

**RECOMMENDATION**

It is recommended that the Preservation Commission make the findings as contained in the attached resolution:

- 1) Approving the Exemption Declaration for the proposed action; and
- 2) Approving the Certificate of Appropriateness for the property at 304 N. Gertruda Avenue (legal description on file) to permit construction of one-story addition to main residence and exterior alterations, subject to the conditions set forth therein; and
- 3) Recommending that the Planning Commission grant approval of a Historic Variance.

**EXECUTIVE SUMMARY**

The City's Preservation Ordinance requires a Certificate of Appropriateness for additions to landmark designated buildings and properties within historic a district. The primary objectives of requiring a Certificate of Appropriateness are to avoid adverse impacts to the landmark or property within a historic district, and to ensure design compatibility. The applicants are requesting that the Preservation Commission grant a Certificate of Appropriateness for construction of a one-story addition to the rear of the main residence and exterior building alterations. The property is currently developed with a single-family residence within a designated historic district. The applicant has submitted plans showing the overall project will be architecturally compatible with the existing historic residence and that the improvements will be in accordance with the Secretary of Interior's Standards. Staff recommends project approval with conditions.

The project also requires consideration of a Historic Variance for minor relief from side and rear setback requirements in the R-3 zone. The variance is necessary for the continued preservation of the building and staff recommends that the Preservation Commission recommend that the Planning Commission grant approval of the Historic Variance.

The case was publicly advertised with a request for a landmark designation, however the owner has elected not to pursue the landmark designation at this time. This request will only be for consideration of a Certificate of Appropriateness and recommendation on the Historic Variance.

### **BACKGROUND**

The Preservation Commission granted approval of the Gertruda Avenue Historic District in 1991 and the subject property is one of the original buildings included in the district. The structure is an example of the Craftsman architectural style which is the predominant style of the buildings within the district. The City's 1986 Historic Resources Survey classifies the building as a "C" rated historic structure. The property is zoned R-3A (Low Density Multiple-Family Residential).

The building was recently sold, and the new owner seeks approval to make appropriate changes to the existing building. The applicant proposes removing the glass porch enclosure to restore its use as a half porch, and converting the other half into living space. It is clear that the porch was enclosed as one half of the original exterior building wall behind the enclosure has wood siding matching the rest of the house. The exterior living room wall was removed. A small addition is also proposed at the rear of the building with a matching hip gable roof.

A search of City building permit records shows that a total of two permits have been issued for this property. The first building permit was issued in 1911 for construction of the original residence and garage. In 1996, building permits were issued to re-roof the buildings.

### **ANALYSIS OF REQUEST**

Criteria - Secretary of Interior and City Standards

To review the proposed changes, the Commission must consider the adopted Design Guidelines for Landmarks and Historic Districts. The City standards rely on and include the Secretary of Interior Standards for Rehabilitation (SISR), broad guidelines published by the National Park Service and designed for the purpose of preservation. The Secretary of Interior's Standards that most closely relate to the proposed project include:

- #9 New additions, exterior alterations, or related new construction shall not destroy the historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.
- #10 New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

In addition to the Secretary of the Interior's Standards, Section 10-4.403(d)(1) of the Preservation Ordinance states that the Commission shall issue a Certificate of Appropriateness only when it determines the following conditions to exist:

"In the case of construction of a new building, structure, or improvement on a site where a landmark is located or on a property within an historic district, the proposed work:

- 1) Will not adversely affect and will be compatible with the external appearance of the existing designated improvements, buildings and structures on such site or within such district;"

The Commission must consider these criteria and make the findings of fact in the resolution in order to approve any Certificate of Appropriateness.

The information provided in the sections below will illustrate that the nominated building with proposed changes is eligible for a Certificate of Appropriateness.

Pursuant to 10-4.400 of City Preservation Ordinance, new construction on properties with Local Historic Landmarks, Properties within a Historic District and Potential Historic Resources is permitted subject to approval of an application for a Certificate of Appropriateness and approval by the City Preservation Commission.

The proposal for the front of the building consists of removing the windows that enclose the full-width porch. Under the proposal, half of the porch will continue to be used as a porch, and the applicant proposes extending a bedroom into the other half of the porch. The new exterior will have matching wood siding to be consistent with the existing building finish and a new double hung wood window to maintain the continuity of the existing styles and pattern.

The overall objective of the project is to provide more functionality to the building while maintaining the historic building's appearance. At some point in time, the front building wall behind the porch, that would have been the front living room wall, was removed. The applicant hopes to remedy this problem by restoring that wall and enclosing the living room with a solid wall. Currently the multi-paned glass door and glass enclosing the front porch act as the front building wall. Doing so would help resolve multiple problems including heating and cooling, security and living room functionality. The applicant proposes restoring the wall in the exact same location where it was originally. Evidence of its original location is visible on both the floor and interior living room walls. A new redwood handrail, guardrail, and tapered wood columns are also proposed to match the existing features. These changes help restore the porch feature, provide added bedroom space, while still maintaining architectural compatibility with the historic district.

There is also evidence that the glass windows have lead contamination, and several of the wood sash windows are in poor condition and inoperable. The applicant is proposing changes to the windows to match the originals in both style and wood sash. Condition No. 11 has been included in the resolution with respect to the windows. Similar changes have been approved in other historic properties and within the district.

A small addition is proposed at the rear of the building where there is currently a mudroom and closet attached to the back of the house. The new addition would consist of a new bathroom

and area for a stacked washer and dryer. A new gable roof is proposed over the new floor area and would replace a shed roof that currently covers the mudroom and closet. The addition will closely match the original building finishes with wood siding and asphalt shingles for roofing material. The addition and alterations will not destroy historic materials that characterize the property. Given that the addition to back of the main structure is one-story, it will not detract from the historic building mass or scale and preserves the form and integrity of the historic property and is complimentary to the historic district in which it is located.

The addition to the building is done in a way that minimally affects the original historic building if the addition were removed in the future. The essential form and integrity of the building remains intact.

#### Historic Variance

The purpose of a Historic Variance is to provide relief from strict compliance with development standards and/or regulations that may impair the ability of a landmark building from being restored or rehabilitated while having the least impact upon its historic character. The use of an Historic Variance is only eligible to designated historic landmark properties or properties in historic districts. Historic Variances acknowledge the unique character of older properties and can provide a substantial incentive to preserve and rehabilitate historic properties. The criteria for granting an Historic Variance is simply that it is necessary for the continued preservation of the historic structure.

For cases involving Historic Variances, the Commission's role is to make a recommendation to the Planning Commission. The Historic Variance is considered a land use application and within the role and responsibility of the Planning Commission.

In this case, the applicant is requesting a Historic Variance to allow a 3-foot setback instead of the required 5-foot side setback, and a 6-foot 4-inch proposed rear setback instead of the 15-foot required average rear setback, and reduction of outdoor living space. Staff supports the request for a historic variance because it allows modest additions to the building on a lot which is undersized. Similar Historic Variances have been recommended by the Preservation Commission, and approved by the Planning Commission. It's common for historic buildings to have non-conforming setbacks as an existing condition on historic properties.

#### **SUMMARY AND CONCLUSION**

In general, the additions are compatible with the architectural style of the existing building and architectural features common to the Craftsman style. The new construction satisfies both the City's Preservation Ordinance and the Secretary of Interior's Standards.

Furthermore, granting approval of architecturally appropriate additions to historic properties has been shown to add value and extend the life of historic properties. Staff recommends approval of the Exemption Declaration and Certificate of Appropriateness based on the findings and conditions in the attached resolution.

**Administrative Report**

Certificate of Appropriateness 304 N. Gertruda Ave

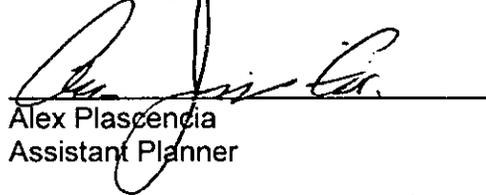
Page 5

September 3, 2014

**ENVIRONMENTAL STATUS:**

Pursuant to the California Environmental Quality Act (CEQA), Section 15303 and Section 15331 of the Guidelines, the proposed project is categorically exempt from the preparation of environmental analyses.

Submitted by:



Alex Plascencia  
Assistant Planner

**Attachments**

- Architectural drawings and application were included with the distribution of the July 2, 2014 agenda packet, please refer to those attachments



## CITY OF REDONDO BEACH

### EXEMPTION DECLARATION PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

DATE: July 2, 2014

PROJECT ADDRESS: 304 N. Gertruda Avenue

PROPOSED PROJECT: Consideration of a Certificate of Appropriateness to permit construction of an architecturally appropriate addition and exterior improvements to an existing historic building to a building located within a designated local historic district and located within a Low-Density Multi-Family Residential (R-3) Zone.

In accordance with Chapter 3, Title 10, Section 10-3.301(a) of the Redondo Beach Municipal Code, the above-referenced project is Categorically Exempt from the preparation of environmental review documents pursuant to:

Section 15303 which states, in part that construction and location of limited numbers of new, small facilities and structures does not have a significant impact upon the environment. The project is also Categorically Exempt pursuant to 15331 which states that repair, rehabilitation, restoration or reconstruction of historical resources in a manner consistent with the Secretary of Interior's Standards for the treatment of Historic Properties does not have an impact on the environment. This finding is supported by the fact that that the project consists of the construction of an architecturally appropriate addition and minor alterations consistent with the Secretary of Interior's Standards; which meets the criteria for Categorical Exemption 15331 under the California Environmental Quality Act.

Alex Plascencia  
Assistant Planner

**RESOLUTION NO. 2014-09-PR-006**

**A RESOLUTION OF THE PRESERVATION COMMISSION OF THE CITY OF REDONDO BEACH APPROVING A CERTIFICATE OF APPROPRIATENESS AND AN EXEMPTION DECLARATION FOR EXTERIOR ALTERATIONS AND CONSTRUCTION OF A ONE-STORY ADDITION TO A BUILDING WITHIN A HISTORIC DISTRICT, AND RECOMMENDING THAT THE PLANNING COMMISSISON GRANT THE HISTORIC VARIANCE FOR PROPERTY LOCATED AT 304 NORTH GERTRUDA AVENUE**

WHEREAS, on August 6<sup>th</sup>, 1991, the City Council approved the designation of the Gertruda Avenue Historic District which includes the building and property at 304 N. Gertruda Avenue as a designated historic district property, pursuant to Chapter 4, Title 10 of the Redondo Beach Municipal Code; and

WHEREAS, a Certificate of Appropriateness application was filed for construction of a one-story addition with other exterior improvements to a designated building within the Gertruda Avenue historic district, which is designated property within an historic district; and

WHEREAS, the application includes a request that the Preservation Commission recommend that the Preservation Commission approve a Historic Variance to allow reductions in outdoor living space, and required side and rear setbacks; and

WHEREAS, on September 3, 2014 the Preservation Commission of the City of Redondo Beach considered the application for a Certificate of Appropriateness, Historic Variance, and Exemption Declaration and all relevant testimony and evidence related thereto.

NOW, THEREFORE, THE PRESERVATION COMMISSION OF THE CITY OF REDONDO BEACH DOES HEREBY FIND:

1. In accordance with Section 10-4.403(a)(d) of the Redondo Beach Municipal Code, approval of the request for a Certificate of Appropriateness is in accord with criteria set forth therein for the following reasons:
  - a) Conforms to the prescriptive standards adopted by the Commission; and
  - b) Will not detrimentally alter, destroy or adversely affect any exterior improvement or exterior architectural feature; and

- c) Will retain the essential elements that make the resource significant; and
  - d) The exterior of such improvements will not adversely affect and will be compatible with the external appearance of the existing designated improvements, buildings and structures on the site.
2. The plans, specifications and drawings submitted with the applications have been reviewed by the Preservation Commission and approved.
  3. Pursuant to Chapter 2, Title 10 of the Redondo Beach Municipal Code, the project is exempt from the preparation of environmental documents pursuant to Section 15303 (New Structures) and Section 15331 (Historical Resource Restoration/Rehabilitation) of the Guidelines for Implementation of the California Environmental Quality Act (CEQA).
  4. The Preservation Commission hereby finds that the proposed project will have no impact upon Fish and Game resources pursuant to Section 21089(c) of the Public Resources Code.
  5. The Preservation Commission hereby concludes that the Historic Variance is necessary for the continued preservation, restoration, and rehabilitation of the property within a historic district and hereby recommends granting of the Variance to the Planning Commission

NOW, THEREFORE, THE PRESERVATION COMMISSION OF THE CITY OF REDONDO BEACH, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Based on the findings listed above, a Certificate of Appropriateness is hereby approved for the proposed one story addition and exterior building alterations, in accordance with the submitted applications and plans considered by the Preservation Commission at its meeting of the 3<sup>rd</sup> day of September, 2014, to the extent specified and represented therein, except as such work may be amended or modified by conditions set forth below.

SECTION 2. This Certificate is approved on the basis of, and shall only be operative with, the applicant's compliance with the conditions listed below. Failure by the applicant or his/her successors in interest to comply with these conditions shall provide a basis for initiating enforcement proceedings pursuant to Article 7, Chapter 4, Title 10 of the Redondo Beach Municipal Code.

1. The approval granted herein is for the construction of a one-story addition to the to the rear of the building with other exterior building alterations, as reflected on the application and plans reviewed and approved by the Preservation Commission at its meeting on September 3, 2014.

2. No other work is authorized herein. The precise design and architectural treatment of all structures, walks, walls, fences, landscaping and driveways shall not be altered without prior approval of the Preservation Commission or Planning Division staff, as appropriate, and issuance of a Certificate of Appropriateness and other necessary permits. If additional work outside of the scope of work identified on the plans is necessary, the applicant shall immediately contact Planning Staff prior to starting any work.
3. The Planning Division shall be authorized to approve minor changes, and shall inform the Commission of any such changes.
4. The applicant shall comply with all applicable requirements and obtain all necessary permits from the Building Division, Engineering Division, Fire Department, and any other agency with jurisdiction over the project.
5. In the event of a disagreement in the interpretation and/or application of these conditions, the issue shall be referred back to the Preservation Commission for a decision. The decision of the Commission shall be final.
6. The Preservation Commission shall retain jurisdiction over the matter for the purpose of enforcing these conditions and for the purpose of modification thereof as circumstances may subsequently indicate.
7. Work performed shall be verified against plans submitted. If modifications to plans are necessary, amended plans shall be submitted prior to a change occurring, and subject to the approval of the Community Development Department as minor alterations, and the Preservation Commission, if deemed necessary for major changes.
8. Periodic inspections shall be scheduled with Planning Division staff to verify compliance with approved plans.
9. Prior to final inspection from the Building Division, the applicant shall schedule an inspection with Planning Department staff to review the completed work for conformance to the Certificate of Appropriateness. Any non-compliance or unauthorized deviations will be grounds for revocation of the Certificate of Appropriateness and/or subsequent cancellation of the Mills Act Contract.
10. New exterior finish materials in the addition shall be compatible with the exterior finish of the existing historic structure in composition, texture and color (e.g. siding, trims).

11. New windows in the addition shall be compatible with window designs in size, pane configuration, materials (wood), design and trim as in the existing historic structure.
12. New roofing materials in the addition shall closely match the roofing materials in the existing historic structure in size, color, and design. The shingles shall be installed in the same patterns as the existing historic structure. The new rafter tail eaves, size and end cuts shall closely match the existing historic structure.
13. New doors, trim and surround molding shall match or be compatible with existing historic structure to the extent feasible.
14. Consistent with the Secretary of the Interior's Standards, the proposed project shall be differentiated from the historic structure, but compatible in size, scale, design, material, color and texture. The new construction shall be differentiated from the existing construction through a vertical board, varied siding width, or other acceptable alternative as determined by the Commission or Planning Department staff.
15. Any project related maintenance, repair, stabilization, rehabilitation, preservation, conservation, or reconstruction of the historic building, including identified historic landscaping, shall be conducted in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitation, Restoring, and Reconstructing Historic Buildings and the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Detailed design plans shall be submitted to the City's Planning Department, Planning Commission, and Preservation Commission for their review and approval prior to actual physical rehabilitation work.
16. All windows in the addition shall be wood frame assembly, and wood sills shall not have eased edges.
17. That this Certificate of Appropriateness is contingent upon obtaining approval of a Historic Variance from the Planning Commission.
18. That this certificate of appropriateness shall become void thirty-six (36) months from the date of final approval, unless a building permit (if required) has been issued and the work authorized by the Certificate has commenced prior to such expiration date and is diligently pursued to completion.

FINALLY BE IT RESOLVED, that the Preservation Commission forward a copy of this resolution to the Planning Commission, City Council and all appropriate City departments and any other interested governmental and civic agencies.

PASSED, APPROVED AND ADOPTED this 3<sup>rd</sup> day of September, 2014.

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Vicki Callahan, Chairperson  
Preservation Commission  
City of Redondo Beach

The foregoing resolution was adopted on September 3<sup>rd</sup>, 2014 by the following vote:

AYES:

NOES:

ABSENT:

APPROVED AS TO FORM:

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City Attorney's Office



Existing condition of structure:

Good to fair condition. As mentioned before all windows and exterior/interior casing to be removed because of lead contamination and windows not functioning. New wood windows to be installed and casing to match existing condition. Existing siding to remain that is in good condition. Existing roof to remain.

Indicate how the proposed work is compatible with the original architectural style of the building. If in a Historic District, indicate how the work is compatible with the overall character of the District.

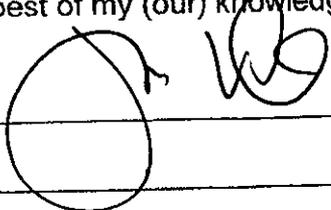
The proposed addition in the rear of the property is compatible with the existing structure because it is matching the existing structure. We really aren't changing the style of the house. The new front porch ties in with the craftsman architecture of the existing house with the tapered columns and wood railings. The windows and casings will be new but the same design as existing condition. The other homes in the district are similar in style so we don't see any issues with compatibility in the immediate district.

OWNER'S AFFIDAVIT

Project address: 304 N. GERTRUDA

Project description: RE-MODEL

I (We) JUAN VALLE, being duly sworn, depose and say I am (we are) the owner(s) of all or part of the property involved and that this application has been prepared in compliance with the requirements printed herein. I (we) further certify, under penalty of perjury that the foregoing statements and information presented herein are in all respects true and correct to be best of my (our) knowledge and belief.

Signature(s): 

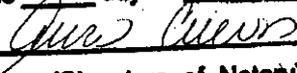
Address: 304 N. GERTRUDA AVE  
REDONDO BEACH, CA

Phone No. (Res.) 213-272-2135  
(Bus.) 323-770-3530

Subscribed and sworn to before me this 2 day of June, 2014

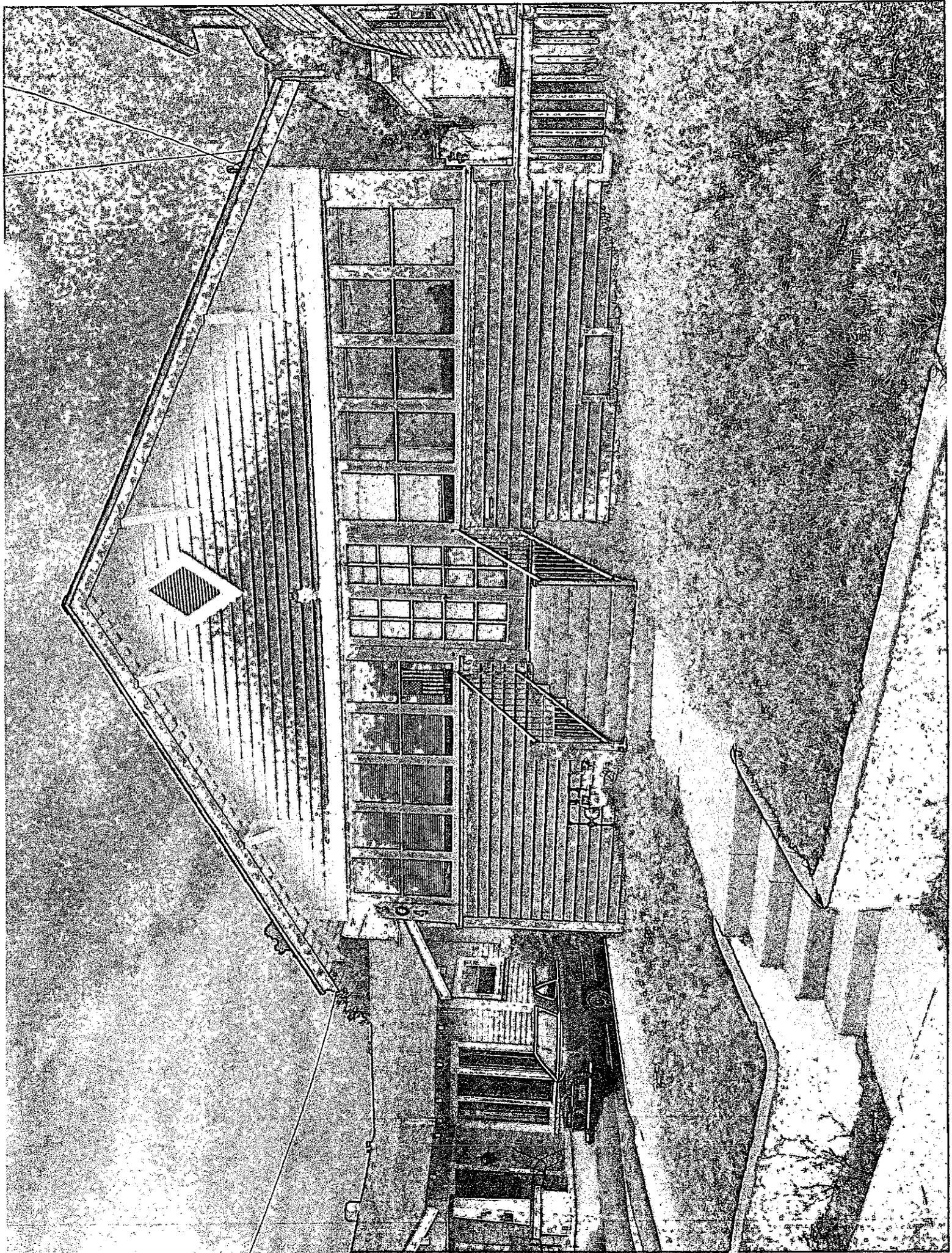
State of California  
County of Los Angeles

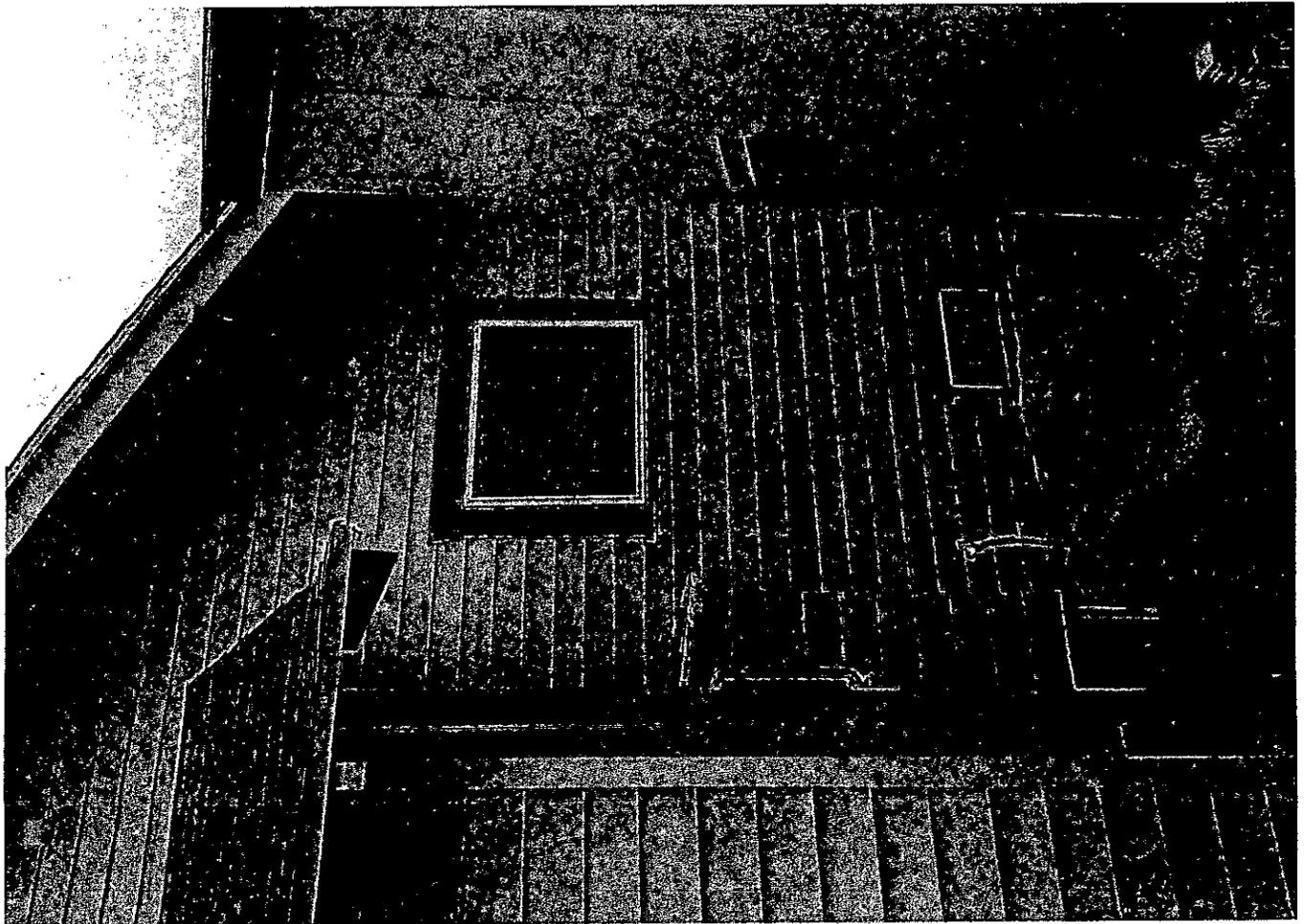
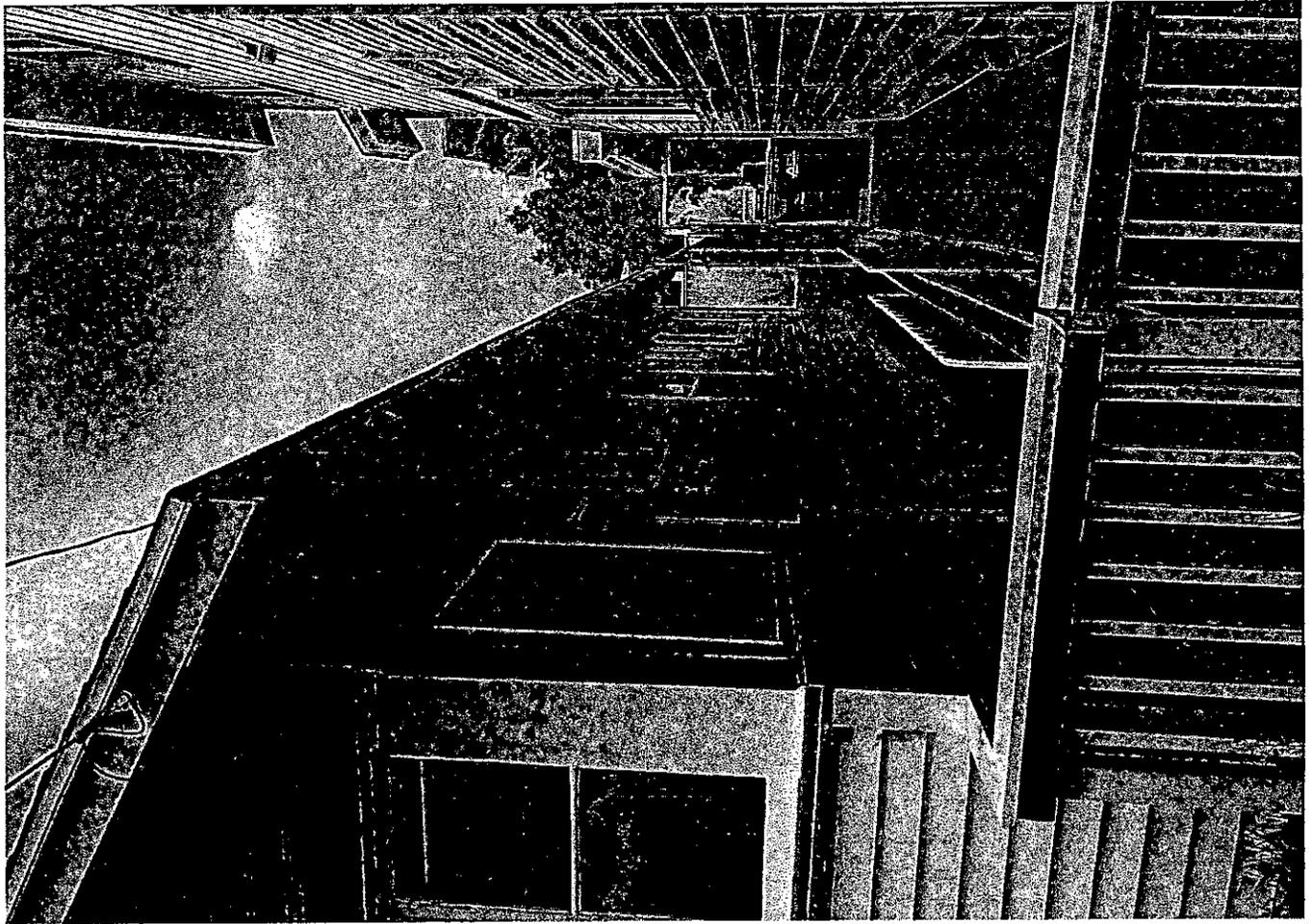
Subscribed and sworn (or affirmed) to before me this 2nd day of June, 2014

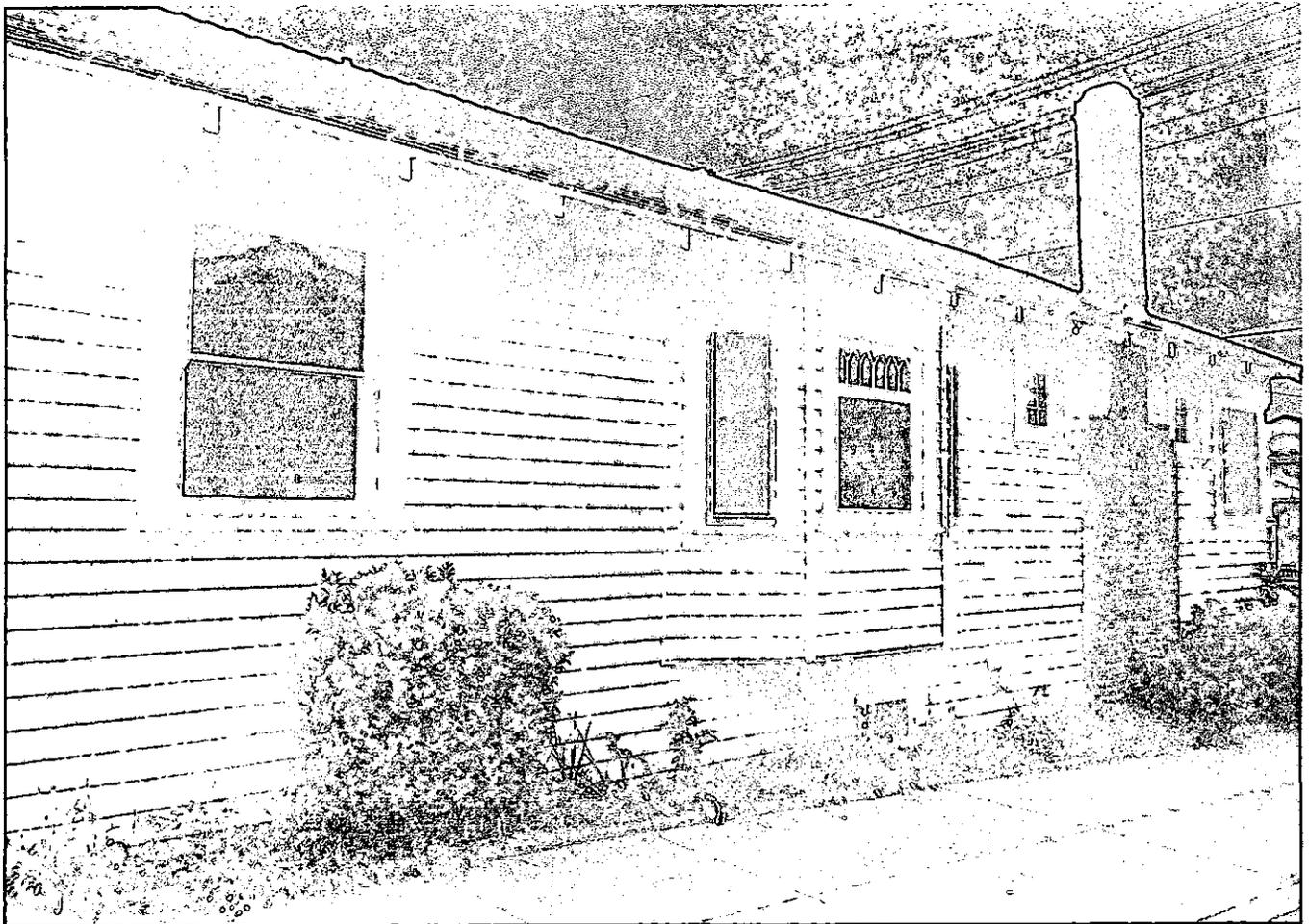
  
(Signature of Notary)

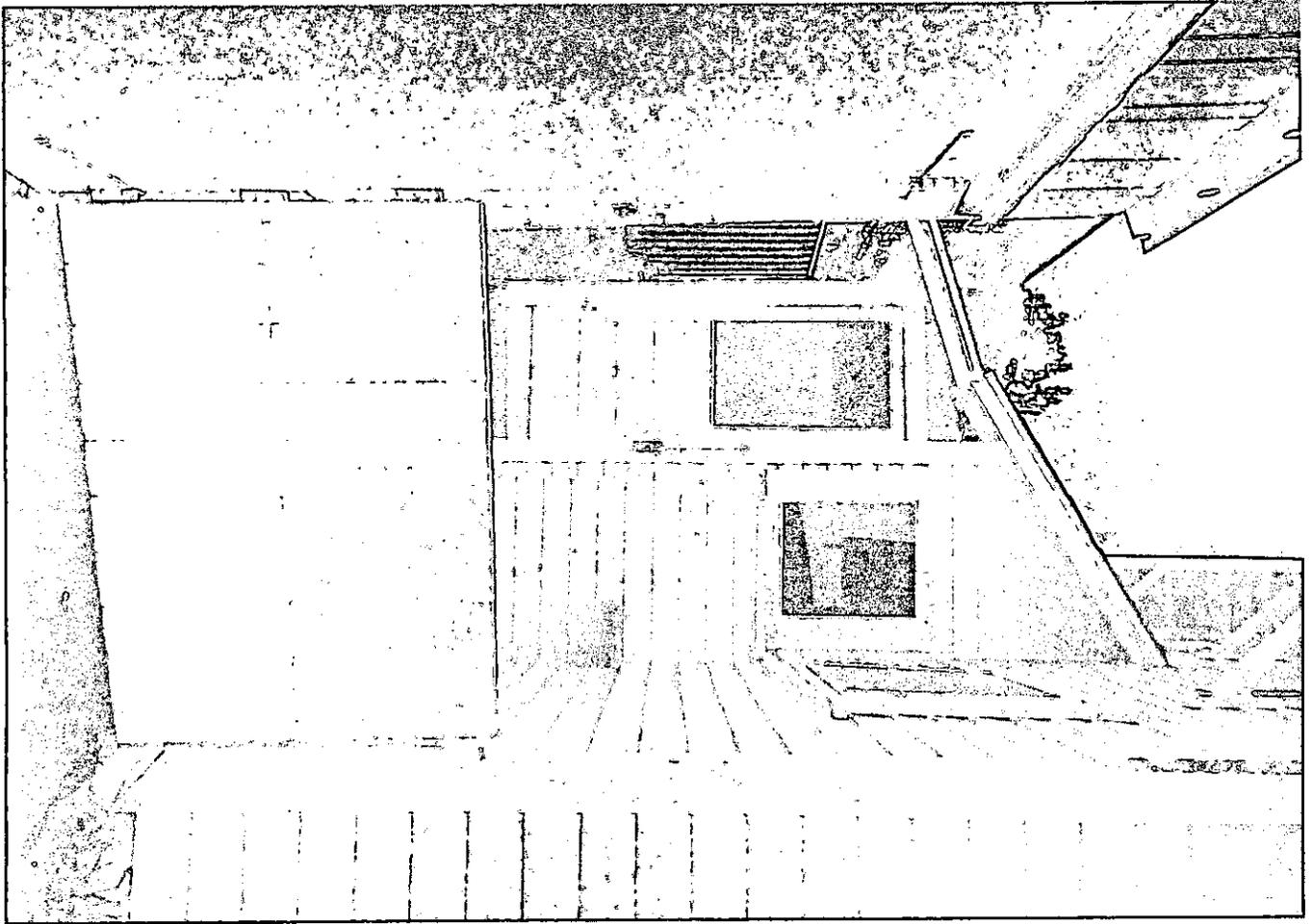
  
FILING CLERK OR NOTARY PUBLIC

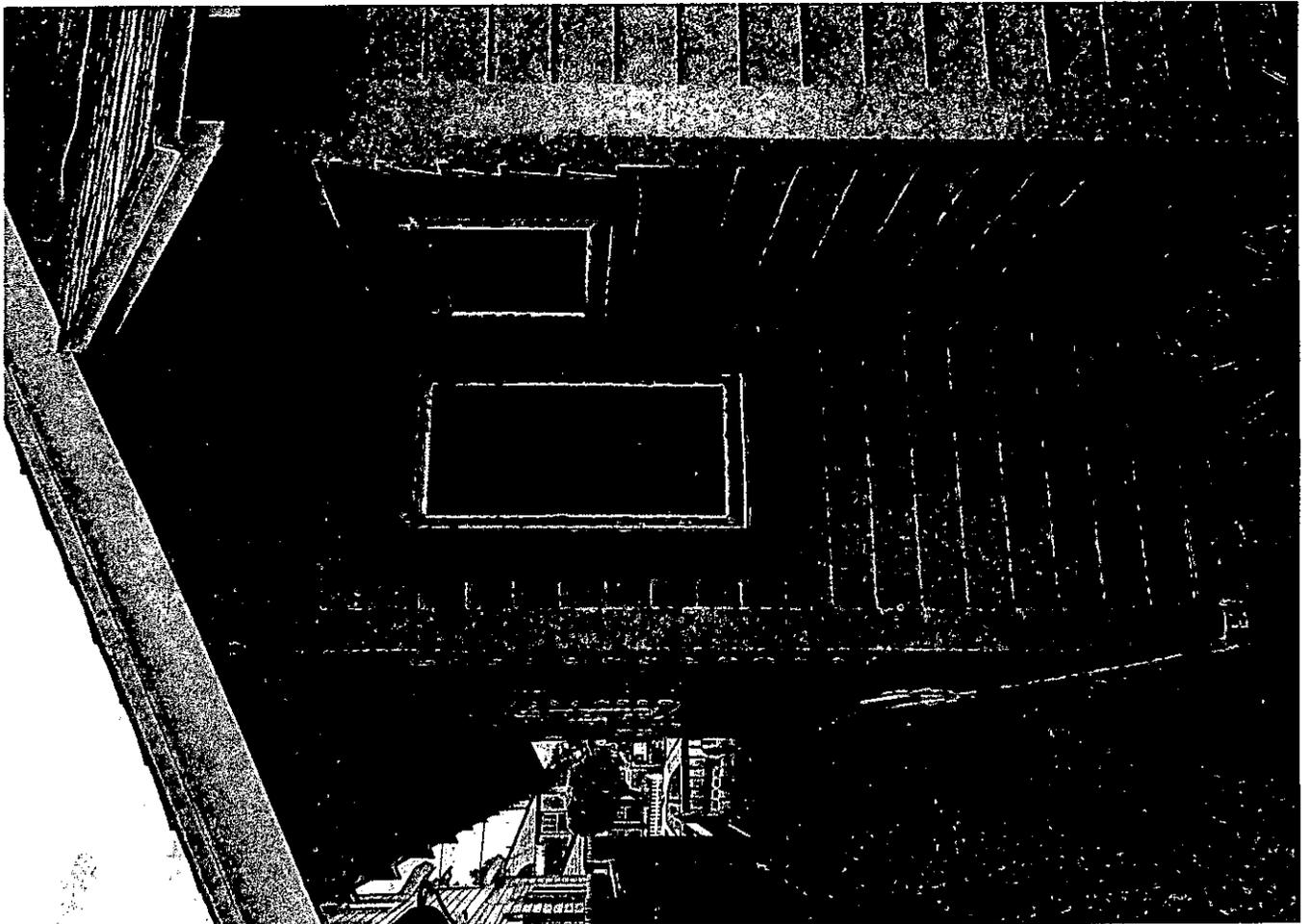
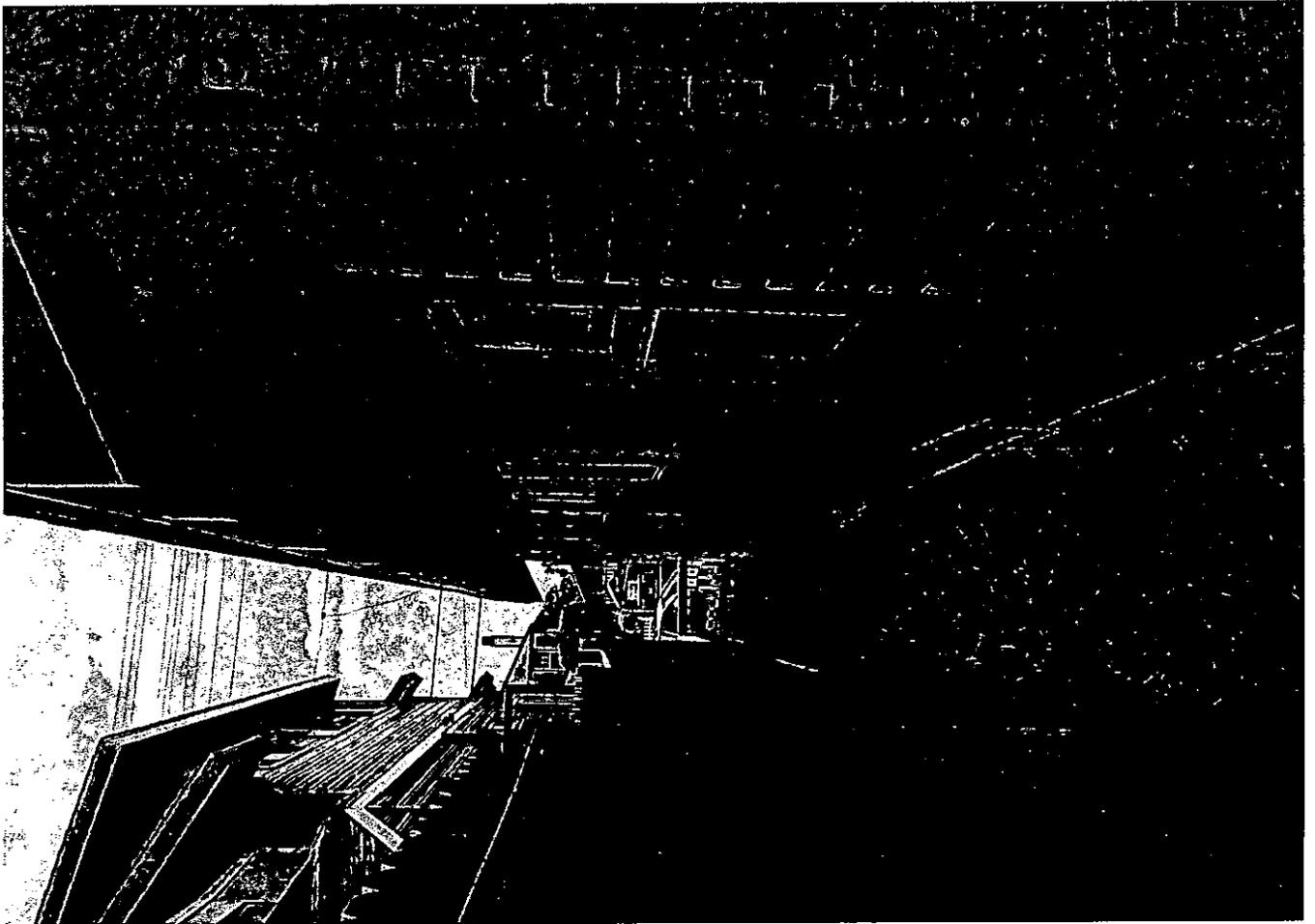
STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS











# JUAN VALLE ADDITION/REMODEL

## 304 N. GERTRUDA REDONDO BEACH, CA 90277

### BUILDING DESCRIPTION(S):

UNIT: 1 (SINGLE FAMILY RESIDENCE)  
 TYPE OF CONSTRUCTION: 1-B  
 OCCUPANCY GROUP: R-3  
 NUMBER OF STORIES: 1  
 BUILDING AREA: 1249 SQ. FT.  
 FIRE SPRINKLERS: NOT REQUIRED  
 FLOOD ZONE: X

### BUILDING TABULATIONS:

Project Description:  
 ONE STORY ADDITION TO A SINGLE FAMILY HOME

Lot Information  
 Existing Residence: 1249 SF  
 Area of Addition: 37 SF  
 Existing Garage: 214 SF  
 Existing + Proposed: 1786 SF

Lot Area: 3,180 +/- SF

### SHEET INDEX:

### ARCHITECTURAL:

- T-1 ROOF + SITE PLAN
- A-1 EXISTING + DEMOLITION, PROPOSED FLOOR PLANS
- A-2 EXISTING EXTERIOR ELEVATIONS
- A-3 EXTERIOR ELEVATIONS

### CODE OF COMPLIANCE:

TITLE 24 AND:  
 203 (CBC) - CALIFORNIA BUILDING CODE  
 203 (CMC) - CALIFORNIA MECHANICAL CODE  
 203 (CPC) - CALIFORNIA PLUMBING CODE  
 203 (CEC) - CALIFORNIA ELECTRICAL CODE  
 203 (CENC) - CALIFORNIA ENERGY CODE  
 203 (CGESC) - CALIFORNIA GREEN BUILDING STANDARDS CODE

### JOB ADDRESS:

304 N. GERTRUDA AVE  
 REDONDO BEACH, CA 90277

### DESIGNER:

Michael Sains  
 519 Scott St.  
 Torrance, CA 90503  
 (310) 991-8336  
 Email: rpgcad@verizon.net  
 Contact: Michael Sains

### OWNER:

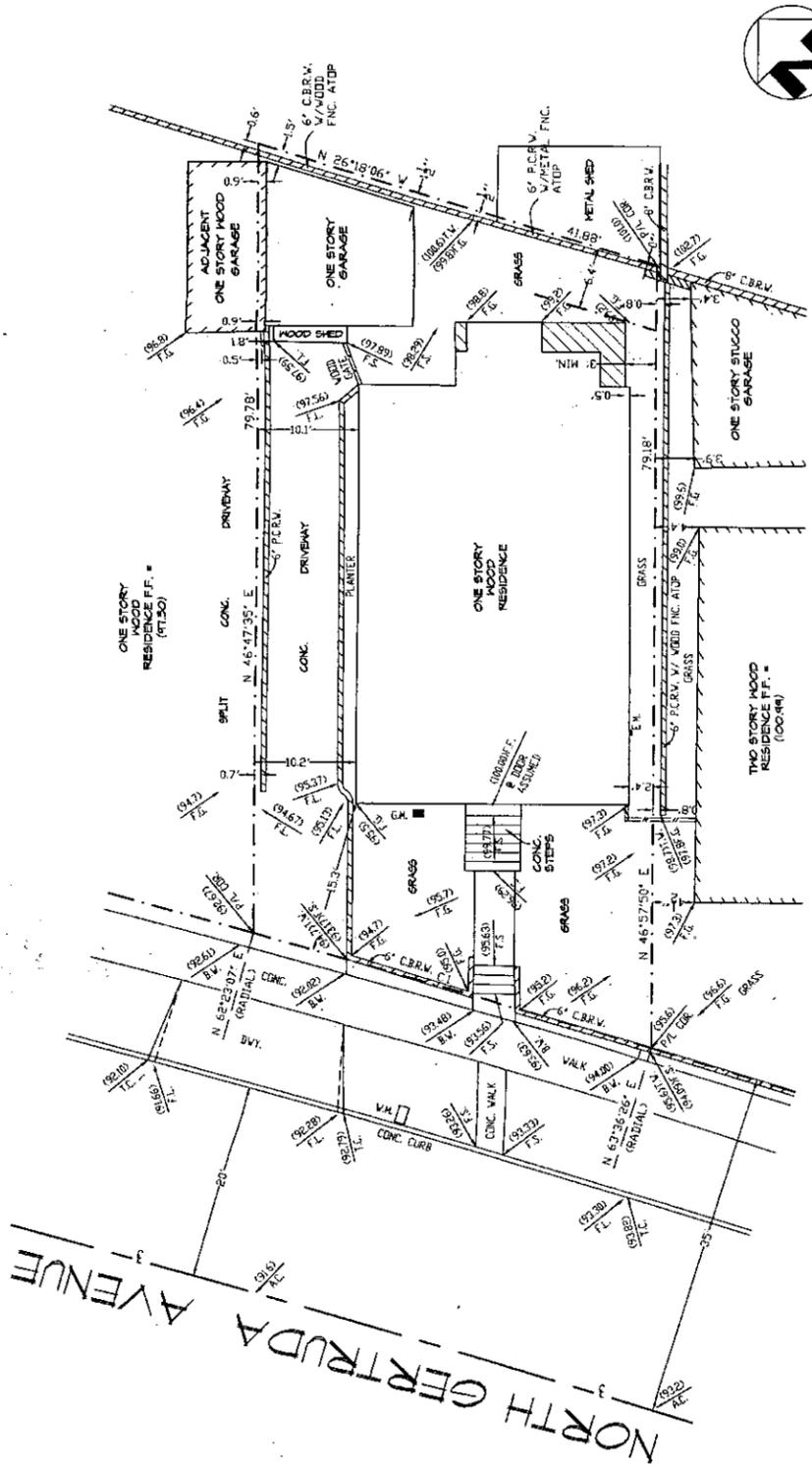
JUAN VALLE  
 304 N. GERTRUDA AVE  
 REDONDO BEACH, CA 90277

### LEGAL DESCRIPTION:

LOT AREA (CALCULATED): 3180 +/- (sq. ft.)  
 ASSESSOR PARCEL No: 1503-0218-0226  
 TRACT: R-1  
 USE ZONE: R-1  
 N.T.S.

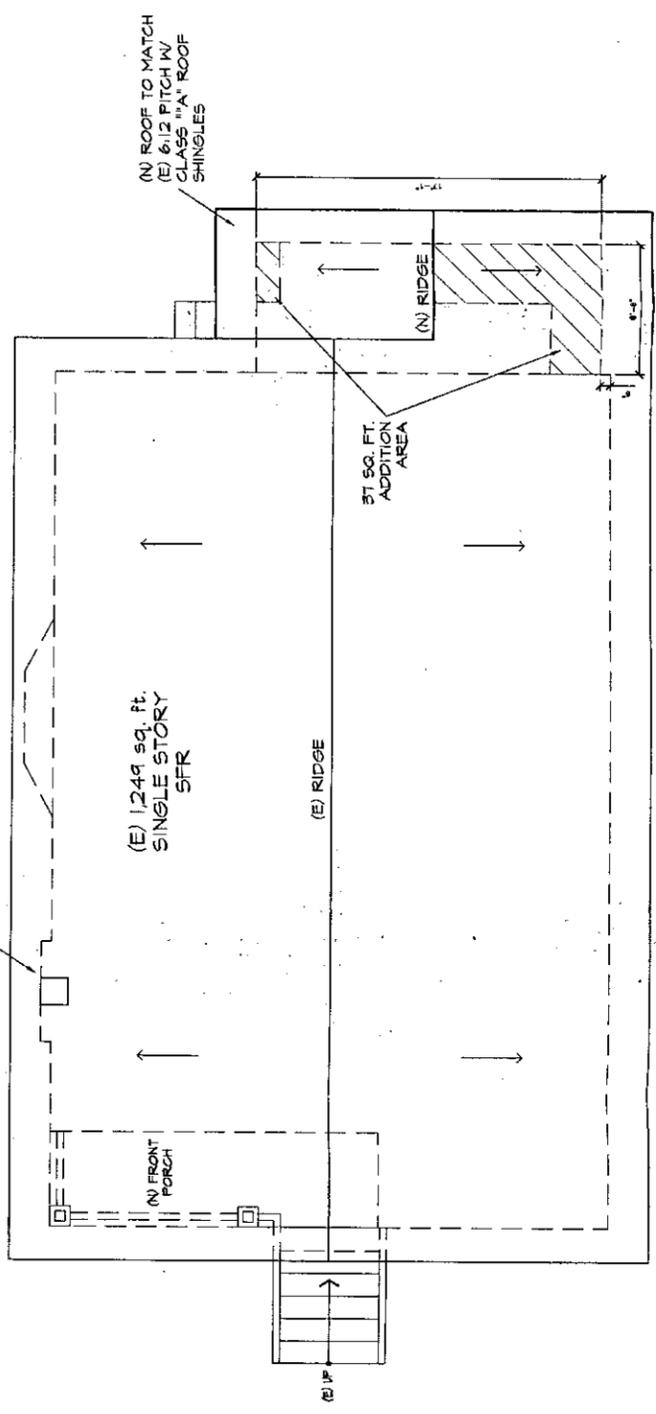


VICINITY MAP



EXISTING/PROPOSED SITE PLAN

1/8" = 1'-0"



EXISTING/PROPOSED ROOF PLAN

1/4" = 1'-0"

PREPARED BY:  
 RFG CAD Services  
 519 SCOTT STREET  
 TORRANCE, CA 90503  
 310-792-8306  
 FAX: 310-792-8308  
 EMAIL: RFGCAD@VERIZON.NET

REVISIONS

CONTRACTOR:

JOB SITE:  
 JUAN VALLE RESIDENCE  
 304 N. GERTRUDA AVE  
 REDONDO BEACH, CA 90277

SHEET TITLE:  
 TITLE SHEET, GENERAL  
 NOTES, VICINITY MAP &  
 EXISTING/PROPOSED  
 SITE/ROOF PLAN

DRAWN BY: M. SAINS  
 CHECKED:  
 DATE: 4/2/2014  
 SCALE: AS NOTED  
 JOB NO.  
 SHEET  
**T-1**  
 OF 2 SHEETS

This drawing is the property of RFG CAD SERVICES LLC and it is only to be used for the project and the location specifically identified herein. This drawing is to be returned upon request. All information herein is protected by all applicable United States copyright laws and regulations where applicable. All rights are reserved.



DRAWN BY: M.SAMS  
 CHECKED:  
 DATE: 2/27/04  
 SCALE: AS NOTED  
 JOB NO. SHEET  
**A-2**  
 OF 8 SHEETS

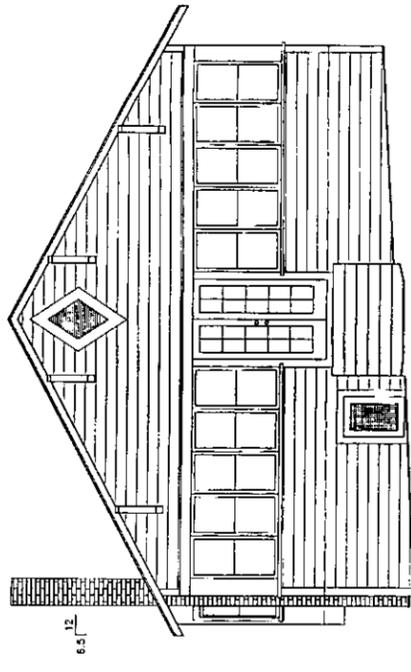
SHEET TITLE:  
**EXISTING ELEVATIONS**

JOB SITE:  
**JUAN VALLE RESIDENCE**  
 304 N. GERTRUDA AVE.  
 REDONDO BEACH, CA 90277

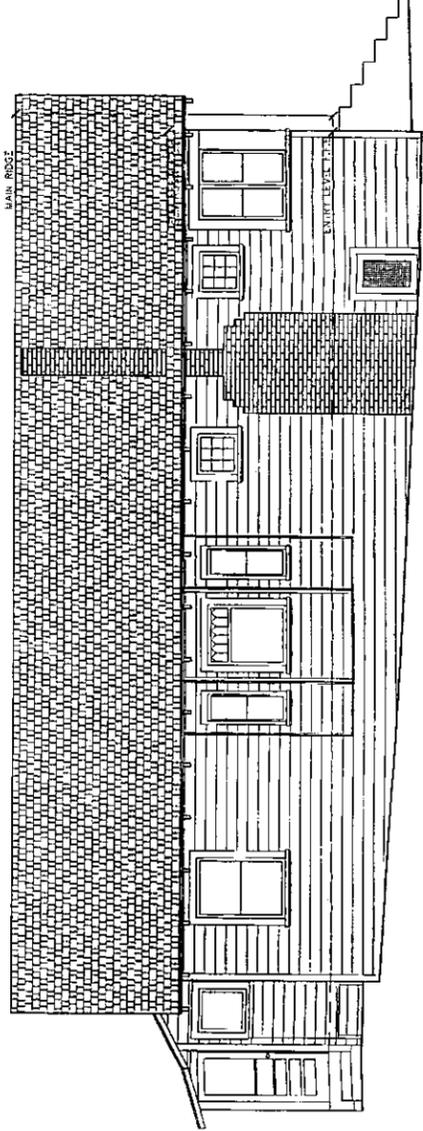
CONTRACTOR:  
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REVISIONS  
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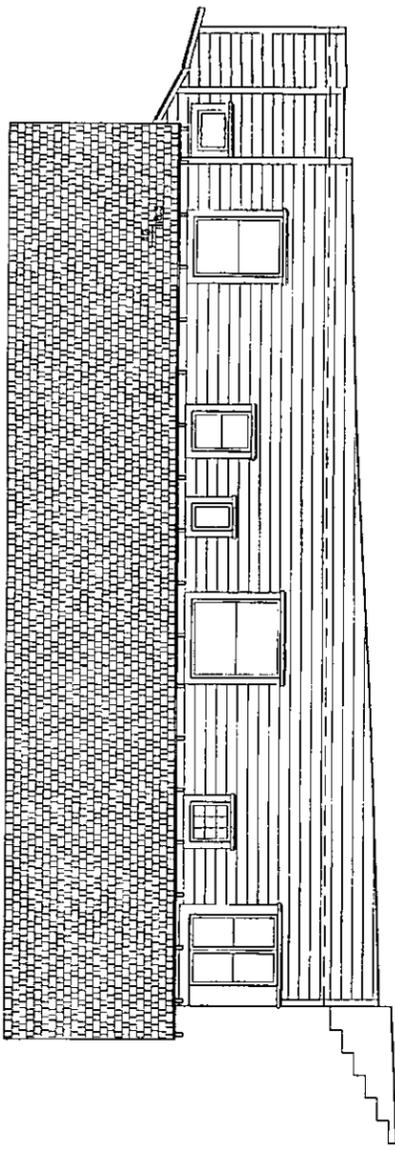
PREPARED BY:  
**RPG CAD Services**  
 5119 SCOTT STREET  
 TORRANCE, CA 90503  
 310-792-5306  
 FAX: 310-792-5308  
 EMAIL: RPGCAD@VERIZON.NET



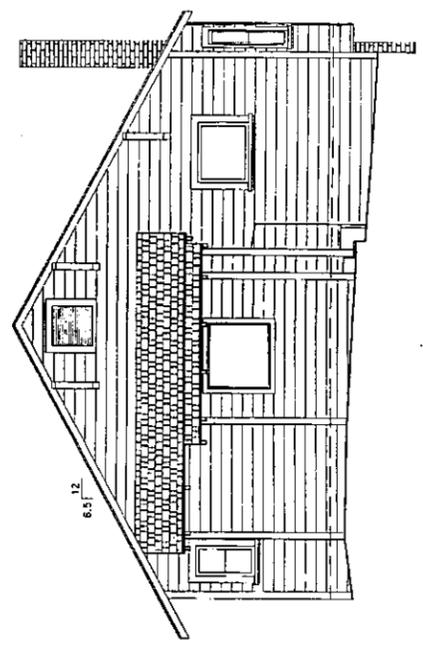
**3 WEST ELEVATION**  
 1/4" = 1'-0"



**1 NORTH ELEVATION**  
 1/4" = 1'-0"



**4 SOUTH ELEVATION**  
 1/4" = 1'-0"



**2 EAST ELEVATION**  
 1/4" = 1'-0"





**CITY OF REDONDO BEACH  
PLANNING DIVISION**

**INTERDEPARTMENTAL REVIEW MEMORANDUM**

**DATE:** June 17, 2014

**TO:** Mazin Azzawi (Geraldine Trivedi/John Mate/Cuong Dang) (Engineering Division)  
Steve Shiang (Building Division)  
Jesse Franco (Fire Department)  
Mike Diehr (Police Department) (*Non-residential projects*)  
Tim Shea (Public Works Department) (*New Commercial and condo projects with 5 or more units*)

**FROM:** Lina Portolese, Planning Technician

**SUBJECT:** The following projects were submitted to the Planning Division for consideration. Please review the attached plans and prepare a memo outlining your comments, concerns, and/or suggested conditions regarding each project.

**Please provide your comments by Monday June 30, 2014.**

PROPERTY ADDRESS	PROJECT DESCRIPTION	PRELIMINARY CEQA STATUS	CASE PLANNER
2119 Huntington Ln.	Consideration of a 2-unit residential condominium development	Categorically Exempt	Alex Plascencia x2405
2323 Clark Ln.	Consideration of a Variance for reduced rear yard setback to allow the addition of an attached garage to an existing single-family residence	Categorically Exempt	Anita Kroeger x2248
810-814 S. Catalina Ave.	Consideration of a 6-unit residential condominium development	Categorically Exempt	Alex Plascencia x2405

**Cc Memo Only:**

Aaron Jones, Community Development Director	Steve Aspel, Mayor	Steve Sammarco, District 4
Mark Campbell, Chief Building Official	Jeff Ginsburg, District 1	Matt Kilroy, District 5
Anita Kroeger, Associate Planner	Bill Brand, District 2	Joe Hoefgen, Interim City Manager
Alex Plascencia, Assistant Planner	Pat Aust, District 3	
Marianne Gastelum, Assistant Planner		



**CITY OF REDONDO BEACH  
PLANNING DIVISION**

**INTERDEPARTMENTAL REVIEW MEMORANDUM**

**DATE:** August 1, 2014

**TO:** Mazin Azzawi (Geraldine Trivedi/John Mate/Cuong Dang) (Engineering Division)  
 Steve Shiang (Building Division)  
 Jesse Franco (Fire Department)  
 Mike Diehr (Police Department) (*Non-residential projects*)  
 Tim Shea (Public Works Department) (*New Commercial and condo projects with 5 or more units*)

**FROM:** Lina Portolese, Planning Technician

**SUBJECT:** The following projects were submitted to the Planning Division for consideration. Please review the attached plans and prepare a memo outlining your comments, concerns, and/or suggested conditions regarding each project.

**Please provide your comments by Thursday August 7, 2014.**

PROPERTY ADDRESS	PROJECT DESCRIPTION	PRELIMINARY CEQA STATUS	CASE PLANNER
2110 Ernest Ave.	Consideration of a 2-unit residential condominium development	Categorically Exempt	Marianne Gastelum x2460

**Cc Memo Only:**

Aaron Jones, Community Development Director	Steve Aspel, Mayor	Steve Sammarco, District 4
Mark Campbell, Chief Building Official	Jeff Ginsburg, District 1	Matt Kilroy, District 5
Anita Kroeger, Associate Planner	Bill Brand, District 2	Joe Hoefgen, Interim City Manager
Alex Plascencia, Assistant Planner	Pat Aust, District 3	
Marianne Gastelum, Assistant Planner		



**CITY OF REDONDO BEACH  
PLANNING DIVISION**

**INTERDEPARTMENTAL REVIEW MEMORANDUM**

**DATE:** August 21, 2014

**TO:** Mazin Azzawi (Geraldine Trivedi/John Mate/Cuong Dang) (Engineering Division)  
 Steve Shiang (Building Division)  
 Jesse Franco (Fire Department)  
 Mike Diehr (Police Department) (*Non-residential projects*)  
 Tim Shea (Public Works Department) (*New Commercial and condo projects with 5 or more units*)

**FROM:** Lina Portolese, Planning Technician

**SUBJECT:** The following projects were submitted to the Planning Division for consideration. Please review the attached plans and prepare a memo outlining your comments, concerns, and/or suggested conditions regarding each project.

**Please provide your comments by Friday August 29, 2014.**

PROPERTY ADDRESS	PROJECT DESCRIPTION	PRELIMINARY CEQA STATUS	CASE PLANNER
535 Avenue B	2-unit residential condominium development	Categorically Exempt	Marianne Gastelum x2460
1603 S. Catalina Ave.	2-unit residential condominium development in the Coastal Zone	Categorically Exempt	Marianne Gastelum x2460
716 Elvira Ave.	2-unit residential condominium development in the Coastal Zone	Categorically Exempt	Marianne Gastelum x2460
2305 Mathews Ave.	3-unit residential condominium development	Categorically Exempt	Marianne Gastelum x2460
2415 ½ Artesia Blvd.	Amendment to an existing Conditional Use Permit to expand the hours of operation for a fitness facility	Categorically Exempt	Alex Plascencia x2405

**Cc Memo Only:**

Aaron Jones, Community Development Director  
 Mark Campbell, Chief Building Official  
 Anita Kroeger, Associate Planner  
 Alex Plascencia, Assistant Planner  
 Marianne Gastelum, Assistant Planner

Steve Aspel, Mayor  
 Jeff Ginsburg, District 1  
 Bill Brand, District 2  
 Pat Aust, District 3

Steve Sammarco, District 4  
 Matt Kilroy, District 5  
 Joe Hoefgen, Interim City Manager