



CULVER CITY REDEVELOPMENT AGENCY

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October 17, 1989

Re: Notification of Culver City Historic Preservation Advisory
Committee (HPAC) Meeting

Dear HPAC Representative:

Thank you for your interest in representing your organization on the HPAC. For your information, on October 16, 1989, the Culver City Redevelopment Agency selected the at-large, architect and historian representatives to HPAC. Now that the HPAC is fully constituted, the first meeting of the Committee will be held on November 9, 1989 in the Garden Room of the Veterans' Memorial Building, 4117 Overland Avenue, Culver City, at 7:00 P.M.

At this meeting we plan to cover the following items of business:

- 1) Committee organization
- 2) Distribution of HPAC notebooks with background and reference data.
- 3) General orientation of HPAC role and responsibilities.
- 4) Discussion of time and place for future meetings.

HPAC has several challenging tasks to accomplish within a relatively tight time period. The cooperation of all in attending meetings promptly will be appreciated and will permit us to accomplish our goals.

On behalf of the Agency and myself, thank you for your willingness to serve on the HPAC. Joan Kassan, of my staff, and I look forward to working with you on this interesting and important project.

As always, direct any questions on this matter to me (213/202-5773) or Joan Kassan (213/202-5787).

Sincerely,

Mrs. Jody Hall-Esser
Assistant Executive Director

JHE/jhc
jhc.ltr.org

NOTE: No minutes were taken of this organization session.

These Minutes Are Not Official Until
Approved by the Culver City Historic Preservation
Advisory Committee

Minutes

Culver City Historic Preservation Advisory Committee (HPAC)

Meeting of December 6, 1989

Call to Order

The December 6, 1989 meeting of the Historic Preservation Advisory Committee (HPAC) was called to order by the Assistant Executive Director of the Culver City Redevelopment Agency, Mrs. Jody Hall-Esser at 7:35 p.m.

Roll Call

Members Present:

Jacqueline Taylor
Judy Potik
Linda Price
Carolyn Cole
Catherine Zermeno
David Paster
Mary Ellen Fernandez
Edith Prager
Jim Quirarte
Linda Brady
E. Carrington Boggan (Cary)
Charlotte Georgi
James Clark Garrett
Richard Hansen
James W. Lamm
Libby Baskin

Members Absent:

R.H. Dunn
Stephen Schwartz

Special Excused Absence: Richard Waldow

Staff Members Present:

Jody Hall-Esser
Carol Schwab
Joan Kassan
Mark Zierten

Secretary's Report

Moved by Jacqueline Taylor, seconded by Caroline Cole, and unanimously approved to receive and file the Secretary's Report regarding posting of the agenda for the meeting.

Selection of Officers

Moved by Catherine Zermeno, seconded by Jim Quirarte, and unanimously approved that Cary Boggan serve as Chair of the HPAC. Richard Hansen moved, seconded by Jacqueline Taylor, and unanimously approved that Charlotte Georgi serve as Vice Chair of HPAC.

Discussion of Criteria for Designating Structures in the City of Culver City as Architecturally/Historically Significant.

The discussion was opened by Mrs. Jody Hall-Esser who called upon James Wilson, Principal, Thirtieth Street Architects, Inc. who discussed National Register, State Landmark and local significance criteria for determining significance. Mr. Wilson also reviewed the rating system used in the consultant Culver City Historic Resources Report.

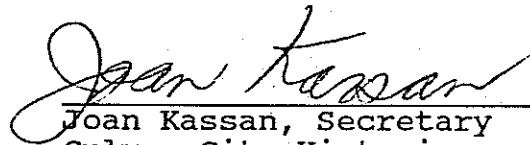
There was discussion by HPAC on the criteria and related concepts: Charlotte Georgi volunteered to chair a subcommittee to draft working criteria to assist the HPAC at the January 3, 1990 meeting. Moved by Jim Quirarte, seconded by Judy Potik to establish a draft significance criteria subcommittee to report to HPAC at the January 3, 1990 meeting. Jacqueline Taylor, Richard Hansen and Caroline Cole also volunteered to serve on the subcommittee.

Preparation for Next Meeting: January 3, 1990.

At the next meeting, staff will report on alternative weekday and weekend dates when HPAC members can tour significant structures at the Culver Studios and at Lorimar Studios. Staff will also arrange a presentation by the Culver City Historical Society on the history of Culver City. Staff reported that due to a scheduling conflict, the January HPAC meeting would be held "across the hall" at the IRI Room, also in the Veterans' Memorial Building.

Adjournment

It was moved by Jim Quirarte, seconded by Mary Ellen Fernandez and unanimously carried to adjourn at 9:26 p.m.



Joan Kassan, Secretary
Culver City Historic
Preservation Advisory Committee



Cary Boggan, Chair
Culver City Historic
Preservation Advisory Committee

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These Minutes Are Not Official Until
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Preservation Advisory Committee

Minutes
Culver City Historic Preservation Advisory Committee (HPAC)
Meeting of January 3, 1990

Call to Order.

The January 3, 1990 meeting of the HPAC was called to order by
Chairman Cary Boggan at 7:35 p.m.

Roll Call.

Members Present: Jacqueline Taylor
Linda Price
Stephen Schwartz
Carolyn Cole
Catherine Zermeno
David Paster
Edith Prager
Jim Quirarte
Cary Boggan
Richard Waldow
Charlotte Georgi
J. Clark Garrett
James Lamm
Richard Hansen

Members Absent: Judy Potik
Mary Ellen Fernandez
Linda Brady
Libby Baskin

Staff Members
Present: Carol Schwab
Mark Zierten
Joan Kassan

Secretary's Report.

Motion Moved by Carolyn Cole, seconded by J. Clark Garrett, and
unanimously approved to receive and file the Secretary's Report
regarding posting of the agenda for the meeting.

Approval of Minutes.

Motion Moved by Jacqueline Taylor, seconded by Edith Prager that the
minutes of the December 6, 1989 HPAC meeting be approved.

Culver City Historical Society Presentation.

Culver City Historical Society President, Marti Diviak and Vice President for Museums, Carolyn Cole, gave a well-received oral and slide presentation on the history and development of Culver City. The presentation emphasized pre-1930 City history. At the request of Chairman Boggan, the presenters provided the attached "History of Culver City" for these minutes.

Continued Discussion of Criteria for Designating Structures in the City of Culver City as Architecturally/Historically Significant.

Subcommittee on Draft Significance Criteria: Subcommittee Chair, Charlotte Georgi presented the Subcommittee's report resulting from their December 18, 1989 meeting which had been included as an attachment to the Agenda for the January 3, 1990 meeting. Chairman Boggan called for discussion. Carol Schwab, Deputy City Attorney, cautioned the HPAC that draft criteria #3 and #6 (see list below) should be clarified if they are to be included in the final recommended criteria in order to avoid confusion and exposure to findings of vagueness.

David Paster commented, and the Chairman confirmed, that buildings not on the consultant-recommended list may be nominated. However, the Chairman reminded the HPAC that the current mandate to HPAC only includes buildings and structures. The subcommittee report referred back to HPAC whether to include "sites, places, spaces, areas" and recommended also including "Historic Districts, Outdoor Art, Natural Features, Objects, Horticultural Items and Architectural Features". These are items which were found to be included (more or less) in the historic preservation ordinances of other Los Angeles County cities used as reference - Los Angeles, Santa Monica, Pasadena. Steve Schwartz moved, Jim Quirarte seconded and HPAC approved the six criteria from the subcommittee report be used as "interim working criteria" for evaluating structures in the field:

1. Celebrates the heritage of the City in its historical, cultural, socio-economic, aesthetic, and/or architectural possessions.
2. Identifies events or persons significant in city, state, and/or national history.
3. Possesses aesthetic or other noteworthy values or interests.
4. Illustrates an architectural period, style, detail; method of construction; outstanding use of indigenous materials; unique craftsmanship, interior or exterior design.
5. Represents the work of a city, state and/or nationally-significant builder, designer, or architect.
6. Exemplifies a neighborhood, way of life, or business/industrial influence in the city.

Motion Jim Lamm moved, Jim Quirarte seconded and HPAC approved that the City Attorney be requested to review and advise concerning the "interim working criteria".

The Chairman then asked HPAC whether they wanted to request that the Culver City Redevelopment Agency expand their mandate relative to the draft criteria subcommittee report, "definition of categories" section:

1. Buildings
2. Structures
3. Historic Districts
4. Outdoor Art
5. Natural Features
6. Objects
7. Horticultural Items
8. Architectural Features

HPAC continued their earlier discussion on this aspect of the subcommittee report resulting in a consensus position moved by Jim Lamm, seconded by Steve Schwartz, that the "primary focus" of HPAC remains "structures, buildings and historic districts"; however HPAC wishes to request the Agency to expand their scope to include items #4 - #8 to enable HPAC to request designation as significant in these categories as an option. The motion was further clarified to mean HPAC did not intend by this request to the Agency to assume responsibility for reviewing and recommending every potentially relevant entity in each category #4 - #8; but to include those categories for piecemeal nomination.

Motion The Chairman then asked HPAC how they wished to proceed concerning non-studios field work. After discussion, Carolyn Cole moved, Steve Schwartz seconded and HPAC approved that staff divide HPAC into subgroups with assignments of specific addresses to review and that, if possible, an architect be included in each group. The subgroups and assignments plus a matrix for use in the field are attached.*

To assist with the field work, staff handed out a large-scale map to each HPAC member present with the non-studio recommended structures identified by location and address. Additional maps are available for HPAC members not present at the January 3, 1990 meeting.

* The subgroups and assignments were mailed on January 8, 1990; the matrix was mailed on January 16, 1990.

Scheduling of Tours of Culver Studio and Lorimar Studios.

Staff explained the arrangements for the tours and discussed options for scheduling. It was decided that both tours be planned for January 13, 1990.*

Preparation for February 7, 1990 Meeting.

HPAC was informed the February 7, 1990 meeting will be held next door at the Culver City Senior Center. The program will essentially be discussion of the results of the studio tours and the other field work by the Committee.

Other Business.

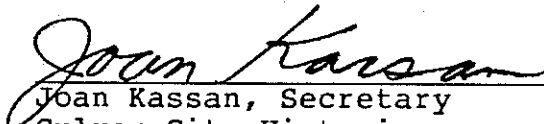
HPAC was informed there were loan copies of the History of Culver City "A Past to Remember" available at the meeting for any HPAC member.


Chairman Boggan provided the attached "Exhibit A" for the information of HPAC.

Adjournment.

tion Moved by J. Clark Garrett, seconded by Jacqueline Taylor, carried, to adjourn at 9:35 p.m.

- * A tour confirmation letter was sent to all HPAC members on January 8, 1990. When the tour had to be postponed for rain, HPAC members were all telephoned and the tours rescheduled for February 3, 1990. A letter confirming those arrangement was mailed to HPAC on January 16, 1990.


Joan Kassan, Secretary
Culver City Historic
Preservation Advisory Committee


Cary Boggan, Chair
Culver City Historic
Preservation Advisory Committee

These Minutes Are Not Official Until
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Preservation Advisory Committee

Minutes
Culver City Historic Preservation Advisory Committee (HPAC)
Meeting of February 7, 1990

Call to Order.

The February 7, 1990 meeting of the HPAC was called to order by
Chairman Cary Boggan at 7:41 p.m.

Roll Call.

Members Present: Jacqueline Taylor
Linda Price
Stephen Schwartz
Carolyn Cole
David Paster
Mary Ellen Fernandez
Edith Prager
Jim Quirarte
Linda Brady
Cary Boggan
Richard Waldow
Charlotte Georgi
J. Clark Garrett
Richard Hansen
James Lamm
Libby Baskin

Members Absent: Catherine Zermeno (called in sick; alternate was
present).
Judy Potik

Staff Members

Present: Jody Hall-Esser
Carol Schwab
Mark Zierten
Joan Kassan

Guest Speakers: Robert Sirchia, Vice President Operations,
The Culver Studios
Marc Wanamaker, Film/Studios history expert;
associated with the Los Angeles
Conservancy.

Secretary's Report.

Motion: Moved by Mary Ellen Fernandez, seconded by Stephen Schwartz, and unanimously approved to receive and file the Secretary's Report regarding posting of the agenda for the meeting.

Approval of Minutes.

Motion: Moved by Carolyn Cole, seconded by Jacqueline Taylor and unanimously carried that the minutes of the February 7, 1990 HPAC meeting be approved.

Discussion of Results of February 3, 1990 Studios Tour.

The Chairman introduced the topic and called upon Marc Wanamaker to speak. Mr. Wanamaker had been invited to attend the February 7, 1990 meeting at the behest of several HPAC members who had heard him speak on the studios at a Los Angeles Conservancy function. Mr. Wanamaker described the movie studios as Culver City's beginnings; the City's heritage. He spoke of the "studio as a whole". The main edifices are "cultural heritage" to the City. The important thing, said Mr. Wanamaker, is the important persons and film events that took place in certain buildings.

Motion: The Chairman then turned to HPAC to discuss the studios. Stephen Schwartz moved that the studios (Columbia and Culver) be recommended for designation as historic sites by street boundaries, not as individual buildings. The motion was seconded by Jim Lamm for discussion. Jody Hall-Esser pointed out that the motion would not serve to potentially preserve the buildings but rather would identify the sites where the studios are located. Mrs. Esser further commented that in making movies, activities take place in a number of structures on a studio lot. All of these structures are not of architectural significance though of potential cultural/historic significance to the community. Mrs. Esser cautioned some of those buildings may be functionally obsolete and that in designating buildings we should balance structure identification so as not to detrimentally impact the studios in such a way as to restrict modernization so they can engage in their business of making films. A balanced approach would be to designate architecturally significant buildings that can be viewed from the perimeter of the studio lots and also potentially designate a few of the more historic structures internal to the lots, plus, to designate the site as a whole for information purposes.

Mr. Lamm commented HPAC should move carefully; not act too hastily in view of the changes expected with the change to Columbia Studios. Mrs. Esser informed HPAC that Columbia Studios is scheduled to submit a schedule that will guide future submission of a master plan for improvements and modifications by April 1, 1990. Mr. Wanamaker

commented that the studios are not museums; "the point is not to close them out - but to compromise".

Motion: Linda Price raised a question about marking sites. Mrs. Esser responded that recommending that sites be marked would not necessarily prevent future change of use - but rather assure recognition that a particular use or event was located or occurred at a specific location. Mr. Schwartz then amended his motion to say HPAC recommends that studio sites be marked (not designated) and that HPAC urges Council not to change the zoning of the area bounded by Overland, Madison, Washington and Culver Boulevards. Mr. Lamm reconsidered and withdrew his second of the original motion. Mrs. Taylor seconded the amended motion. The motion was approved 10 - 3.

Discussion continued. Charlotte Georgi raised an issue of a deed restriction which Mr. Wanamaker advised he believed existed that prevented any change of use on the Columbia Studios lot. Carol Schwab, Deputy City Attorney, noted she would research this item.

Mrs. Esser explained that when the HPAC recommendations are finalized for presentation to the Agency/Council, HPAC can include a category of "other recommendations" (outside their official charge). Recommending zoning policy and "marking sites" are not formal HPAC areas of concern although they are perfectly acceptable recommendations in the "other" category. The HPAC charge is to decide whether to recommend individual buildings be designated "significant".

Motion: Mr. Schwartz moved, and Mrs. Taylor seconded the motion that HPAC urges Council not to change the zoning of the Culver Studios in order to preserve the existing use. The motion carried 10 - 1. Mr. Sirchia concurred.

Motion: Chairman Boggan then addressed HPAC's attention to the Culver Studios matrix from the February 3rd tour. The Committee agreed to proceed structure by structure to determine whether the buildings were "significant".* In this regard, Charlotte Georgi moved and David Paster seconded and it unanimously passed that HPAC find a structure historically/architecturally and/or culturally significant if it meets one (or more) of the six draft working significance criteria previously approved by HPAC.

Mrs. Esser commented that, in the future, HPAC may want to weight the designations as levels or gradations of significance.

* See Attached Culver Studios Matrix.

Mr. Schwartz raised the issue of considering the significance of particular structures before deciding what the implications to a structure would be if it were designated; asking whether these issues should not be addressed first. Mrs. Esser responded HPAC might have to adjust its criteria to compliment recommended ordinance provisions as it proceeded, but the HPAC has to start somewhere and the impacts of designating a structure "significant" should not affect the evaluation of whether the structure is or is not significant at this stage.

Chairman Boggan commented that his staff was researching historic preservation litigation nationwide for information to be used by HPAC. Mrs. Esser and Mrs. Schwab cautioned that such material must be presented through Agency Counsel with which Chairman Boggan concurred.

David Paster commented that a Studio Historic District is a better way to address the "whole" of a studios significance. The Committee discussed the issue of "moved" structures. Although moved structures would not meet federal standards of historic significance; the HPAC agreed that they would not deny significance on such grounds alone.

Upon completion of the review of the Culver Studios matrix and concomitant discussion, the Chairman suggested (and HPAC concurred) that the Columbia Studios matrix review be deferred to the next meeting and placed first on the agenda. Mrs. Esser pointed out she would request Columbia Studios be represented at the March 7 meeting.

Reports from Subcommittee Groups 1, 2, 3, 4.

The Chairman carried over the subcommittee reports due to the length of the agenda, noting that HPAC members should complete their field work and be prepared to report at the March 7, 1990 meeting. There being no dissent, the Chairman's direction stands.

Confirmation of Request to Expand HPAC Mandate Beyond "Buildings and Structures" in Preparation for Culver City Redevelopment Agency Agenda Item.

Mrs. Esser addressed the Committee and advised that for complex technical, legal and procedural reasons she recommended the HPAC not include Outdoor Art/Natural Features/Objects/Horticultural Items/Architectural Features.

Mrs. Esser reiterated that, if the Committee identified specific "places or things" they were interested in designating from this "other" category, they could be specifically discussed and potentially referred to the Council for consideration separate from

their charge. Mrs. Esser saw no procedural or technical problem with the HPAC proceeding to request the Agency amend their charge to add "historic districts" and suggested that through staff, the HPAC advise the Agency there may be items for consideration in the "other categories" with which HPAC would return later, if applicable for Agency/Council consideration.

HPAC reconsidered their position from the February 7th meeting; however, due to the lateness of the hour Mr. Schwartz suggested the matter be held over to the March 7 meeting. Chairman Boggan directed this item be placed first on the agenda for March 7th.

Preparation for Next Meeting: March 7, 1990.


There was no additional discussion on this item since it had previously been addressed by the Chairman in the course of earlier discussions on the agenda.

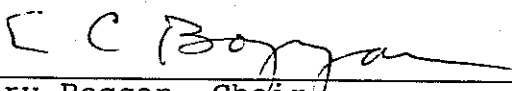
Other Business.

HPAC was informed of the necessity of initiating meetings twice/month due to the complexity of the subject and the schedule to return to the Agency/Council with HPAC recommendations. After brief discussion, it was agreed second meetings/month would begin in March so that HPAC members would have sufficient advance notice. The second March meeting will be held on March 21, the third Wednesday.

Adjournment.

The Chairman adjourned the meeting at 10:04 p.m.


Joan Kassan, Secretary
Culver City Historic
Preservation Advisory Committee


Cary Boggan, Chair
Culver City Historic
Preservation Advisory Committee

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These Minutes Are Not Official Until
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Minutes
Culver City Historic Preservation Advisory Committee
Meeting of March 7, 1990

Call to Order.

The March 7, 1990 meeting of the HPAC was called to order by
Chairman Cary Boggan at 7:37 PM.

Roll Call.

Members Present: Cathy Zermeno
Richard Waldow
David Paster
Richard Hansen
Mary Ellen Fernandez
Jim Lamm
Charlotte Georgi
Jacqueline Taylor
Libby Baskin
Carolyn Cole
Clark Garrett
Edith Prager
Cary Boggan
Linda Price

Members Absent: Stephen Schwartz (called in asking to be
excused)
Jim Quirarte
Linda Brady
Judy Potik

Staff Members
Present: Jody Hall-Esser
Mark Zierten
Diane Marsh, Thirtieth Street Architects

Guests: Robert Sirchia, V.P. Operations, The Culver
Studios
Lisa Fercano, Columbia Studios
Barbara Klein, Columbia Studios
Arnold Shupack, Director of Operations,
Columbia Studios
Ken Williams, Chief Financial Officer,
Columbia Studios

Secretary's Report.

It was moved by Mary Ellen Fernandez, seconded by Cathy Zermeno and unanimously approved to receive and file the Secretary's report regarding the posting of the agenda for the meeting.

Approval of Minutes.

It was moved by Edith Prager, seconded by Carolyn Cole and approved by consensus to accept the minutes of the February 7, 1990 HPAC meeting with the addition of the information contained in the matrix as discussed at that meeting.

Continued Discussion of Request to Expand HPAC mandate Beyond "Buildings and Structures" in Preparation for Culver City Redevelopment Agency Item.

Jody Hall-Esser introduced this item by explaining the City/Agency's concerns over the legal implications of including more than real property under the ordinance that the HPAC will be recommending to the City/Agency. She recommended that unless and until some artifact or other thing turns up that merits the attention of the Committee, the Committee should exhibit caution regarding their scope of interest. After some discussion, it was moved by Jim Lamm, seconded by Jacqueline Taylor and passed by a voice vote to transmit the following resolution to the Culver City Redevelopment Agency:

Resolved, that the Culver City Historic Preservation Advisory Committee request the Culver City Redevelopment Agency to enlarge the mandate of the committee to include recommendations for designations of historic districts.

Continued Discussion of Criteria for Designating Structures in the City of Culver City as Architecturally/Historically Significant.

Discussion of Results of February 3, 1990 Columbia Studios Tour.

At this point in the proceedings, Jody Hall-Esser introduced Mr. Williams, Mr. Schupack and Ms. Klein all of whom represented Columbia Studios. Mr. Williams indicated that he was sympathetic to the desire to preserve the community's historical and cultural heritage if the approach would be balanced by the studio's need to continue as a working movie lot. The Chairman invited the visitors to participate in the discussion even though they were not eligible to vote on any motions. Following a discussion of a variety of topics including the process for selecting buildings and structures for inclusion, the range of impacts that could arise from the not-yet-formulated ordinance and the philosophy of preservation, the committee began discussion of specific structures on the Columbia lot. The committee accepted, without

dissent, the Thalberg Building and the Colonnade Entrance for inclusion. These two structures were deemed to qualify under all six criteria. When Building #2 was discussed, the representatives of Columbia disagreed with Thirtieth Street Architects' evaluation. This led to a larger discussion about the completeness and accuracy of the technical evaluations of other structures on the Columbia list. There was additional discussion concerning the relationship between age of structures and historical significance. At this juncture it was moved by Charlotte Georgi and seconded by Mary Ellen Fernandez to accept all the buildings and structures rated as "A" or "B" on the Columbia Lot list. Discussion of the motion focussed on the historic quality of the structures and the potential conflict between possible restrictions on modifying historic structures and the studio's need to modernize operations and capitalize on technological improvements to their industry. It was explained that the studio is presently under an obligation to present a "Master Plan" to the city for intended modernization of the entire property; a process that will parallel the HPAC process.

The maker and seconder withdrew their motion. Jody Hall-Esser clarified the procedural options available to the Committee. Discussion followed regarding the Master Planning process and the alleged inaccuracies in the technical data.

On a motion from Richard Waldow and a second from Jacqueline Taylor, the Committee resolved to adopt a preliminary designation for the "A" and "B" buildings and structures and to follow up this action with a second tour of Columbia Studio.

A date of either April 7 or April 8 was set for the next tour. It was also agreed that the Studio and Thirtieth Street Architects would meet to resolve some questions of fact regarding the lot's buildings prior to the tour.

Reports from Subcommittee Groups 1, 2, 3 and 4.

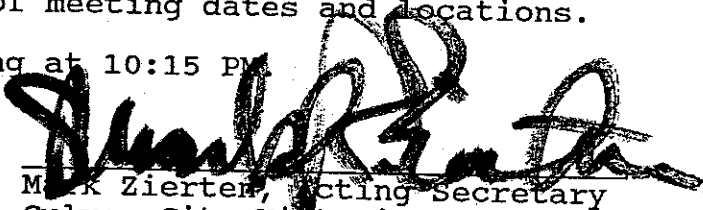
The Chairperson of Group #1, Jacqueline Taylor, reported that their members were still completing their study. The subcommittee was undecided about buildings 1 through 6 at this time. No enthusiasm was shown for #7 and #8 because they had been modified. The group found #10, #11 and #24 to be good examples of courtyard styles of architecture. Likewise, #9 and #16 represented two different, but interesting, examples of craftsman bungalows. The American Legion Building on Hughes Avenue was called out for special attention as a good example of its type. Buildings numbered 12 through 14 were also mentioned as continuing candidates for final endorsement. The chairperson reiterated that the report did not constitute an endorsement at this time.

Clark Garrett, the Chairperson for Group #2, presented their recommendations. The methodology used required two of the three members to agree to endorse for the building to be included. The group endorsed buildings numbered 25, 26, 28, 30 through 33, 35 through 38, 40, 42, 43 and 45 through 48. The McConnell Avenue selections merited inclusion because of their proximity to each other rather than because of their individual merits.

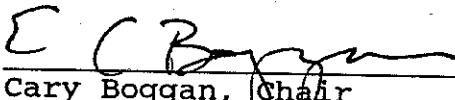
Clark Garrett moved and Jacqueline Taylor seconded acceptance of the recommended buildings for inclusion in the preliminary list of historically significant buildings and structures.

Further presentations were deferred until the next scheduled meeting on March 21, 1990. The Chairman called the member's attention to the published list of meeting dates and locations.

The chairman adjourned the meeting at 10:15 PM.



Mark Zierter, Acting Secretary
Culver City Historic
Preservation Advisory Committee



Cary Boggan, Chair
Culver City Historic
Preservation Advisory Committee

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These Minutes Are Not Official Until
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Advisory Committee

Minutes
Culver City Historic Preservation Advisory Committee
Meeting of March 21, 1990

Call to Order.

The March 7, 1990 meeting of the HPAC was called to order by
Chairman Cary Boggan at 7:35 p.m.

Roll Call.

Members Present: Jacqueline Taylor
Judy Potik
Stephen Schwartz
Carolyn Cole
Cathy Zermeno
David Paster
Mary Ellen Fernandez
Edith Prager
Linda Brady
Cary Boggan
Richard Waldow
Charlotte Georgi
Richard Hansen
James Lamm

Members Absent: Jim Quirarte
J. Clark Garrette
Libby Baskin

Staff Present: Joan Kassan
Diann Marsh, Thirtieth Street Architects

Guests: Robert Sirchia, Vice President Operations,
The Culver Studios

* Secretary's Report.

It was moved by Carolyn Cole, seconded by Cathy Zermeno and
unanimously approved to receive and file the Secretary's Report
regarding the posting of the agenda for the meeting of March 21,
1990.

* Signifies a "motion".

* Approval of Minutes.

It was moved by Richard Hansen, seconded by Cathy Zermeno and unanimously carried to approve the minutes of the March 7, 1990 meeting with the removal of the second sentence of the subcommittee reports section on page 3 of the draft minutes. The official copy of the minutes have been so revised.

Continued Discussion of Criteria for Designating Structures in Culver City as Architecturally/Historically Significant.

Report from Subcommittee Group #1:

Jacqueline Taylor presented the report as summarized:

- o #1-8, not included; may be acceptable for an historic district.
- o #9, yes, good example of craftsman style.
- o #10, no, similar to #23, 24 which are better examples.
- o #11, yes, Colonial Court.
- o #12, 13, 14, no, not sufficiently distinctive.
- o #15, yes, very good example.
- o #16, yes, craftsman.
- o #17, yes, good architectural lines.
- o #18, yes, best example of Spanish Colonial and period architectural style. (American Legion Building).
- o #19, no.
- o #20, yes, some differing opinion; needs repair.

At this point in the discussion, the Chairman informed the HPAC that Mrs. Hall-Esser is obtaining current slides and photographs of the A, B and C structures for HPAC.

- o #21, yes.
- o #22, no.
- o #23, yes.
- o #24, yes.

Jim Lamm expressed the opinion that since our resources to assist significant structures is apparently limited, HPAC should consider honing down the list. Charlotte Georgi concurred saying she liked the idea of saving the best.

- * Jacqueline Taylor then moved, Jim Lamm seconded and HPAC approved #9-24 be included/excluded as presented by the subcommittee.

Report from Subcommittee Group #3:

Richard Hansen presented the report which was described as "still preliminary".

Residential Buildings:

- o #49-58, no, could possibly be part of an historic district.
- o #59, yes.
- o #60, no, listed as "Park Avenue". The address may be incorrect; Diann Marsh will research this and other suspect addresses and report back to HPAC.
- o #61-67, yes.

Non-residential Buildings:

- o #56, yes, (9400 Washington Boulevard).
- o #57-61, yes.

- * Richard Hansen then moved, Edith Prager seconded and HPAC approved acceptance of Subcommittee #3 report as presented.

Report from Subcommittee Group #4 (non-residential except for #9 of the residential list):

Richard Waldow presented the report as summarized:

NOT INCLUDED:

- o #1 (altered)
- o #8; #9 (residential)
- o #115; #10 (Paramount Laundry)

INCLUDED:

- o #2, Citizen Building
- o #3, Culver Hotel
- o #4, Hull Building
- o #5, Fire Station
- o #6, City Hall
- o #7, Post Office
- o #11, St. Augustine Convent
- o #12, Rectory
- o #13, Horizon School
- o #14, Washington Hotel (different opinions)
- o #15, 16, 17, 18, 19
- o #113
- o #114

The HPAC discussed #10, Paramount Laundry, at length observing that the original architectural integrity had been lost; it does not fit any of HPAC's significance categories; even though the current design is celebrated, it has not endured long enough to prove it has sustained interest. The question was asked, do we need another category for such structures? Several members wanted to recognize its current design has special merit, but outside this committee's charge.

- * Richard Waldow moved, David Paster seconded and HPAC accepted the Subcommittee #4 report as presented.

Preparation for April 4, 1990 Meeting.

Joan Kassan informed HPAC that, at the next meeting, Mrs. Jody Hall-Esser would discuss the current status of HPAC's deliberations and the strategy for future HPAC discussions.

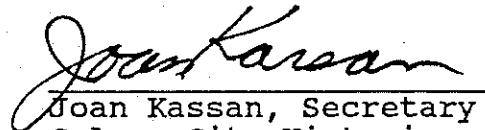
Other Business.


Arrangements for the April 7 Columbia Studios tour was briefly discussed. HPAC decided to have each tour participant drive directly to Columbia Studios Madison Street parking lot and assemble there at 8:55 a.m. All those in attendance at the March 21 HPAC meeting indicated they were RSVPing to attend the tour.

The March 19, 1990 Agency agenda item on the expansion of HPAC's charge to include historic districts, which was unanimously approved by the Agency (and City Council) was handed out and a brief report was presented by Joan Kassan. Also handed out for HPAC information was a letter dated March 13, 1990, from Westside Studio Services, Inc. (Columbia Studios) informing Mrs. Jody Hall-Esser that proposed significant building #57 (non-residential) is to be demolished due to structural damage caused by dry rot.

Adjournment.

- * Moved by Jacqueline Taylor, seconded by Charlotte Georgi and approved by HPAC to adjourn at 9:12 p.m.


Joan Kassan, Secretary
Culver City Historic
Preservation Advisory
Committee


Cary Boggan, Chair
Culver City Historic
Preservation Advisory
Committee



3/19/90

4. AGENCY GENERAL

- A. Joint Agency/City Council Item: Request From Culver City Historic Preservation Advisory Committee to Expand Their Authorization to Include "Historic Districts" (Esser/Kassan)

In a joint action (June 1989) the Agency and City Council authorized formation of an Historic Preservation Advisory Committee (HPAC) to make recommendations regarding: 1) criteria to be used to designate buildings of historic significance; 2) ranking of non-residential and residential structures based on criteria recommended; and 3) provisions to be included in an Historic Preservation Ordinance to promote rehabilitation of buildings of architectural/historic significance to the community, balancing this effort with the interests of private property owners.

The HPAC was authorized to be comprised of representatives from the Planning Commission, Human Services Commission, RP3C Committee, Culver City Arts Committee, Historical Society, Chamber of Commerce, Realty Board, Culver City Homeowner's Association and the Unified School District. In addition, after a public solicitation process, eight volunteers from the public were appointed (October 16, 1989) as "at-large", architect, and historian representatives. The HPAC roster is included in your packets.

Following an orientation meeting in November 1989, HPAC has met monthly in addition to field review sessions of potentially significant Culver City structures. Beginning March 1990, HPAC is meeting twice monthly in an effort to discharge their responsibilities and present their recommendations to the Agency/Council this Spring (May or June 1990).

At the HPAC meeting of March 7, 1990 (minutes in your packets), the HPAC voted:

Resolved, that the Culver City Historic Preservation Advisory Committee requests the Culver City Redevelopment Agency to enlarge the mandate of the (HPAC) Committee to include recommendations for designations of historic districts.

Tonight the Agency and the City Council are asked to consider this request to add "historic districts" as a category for potential future recommendations from HPAC. The Agency/Council are not requested at this time to establish any specific historic districts nor to approve any guidelines for such districts.



Definition of "Historic District"

The California Office of Historic Preservation defines "historic district" as a contiguous geographic concentration of buildings with a common history exemplified by three elements:

1. sharing "character", which gives the area coherence and significance;
2. having identifiable boundaries;
3. having a high concentration of similarly significant structures and contributing structures and streetscape.

Historic district designation enables a collection of buildings with similar history and related significance to be recognized as one comprehensive entity in which the whole is greater than the sum of its parts.

Additional information prepared for HPAC on the implications of historic districts is included in your packets.

Recommendation

Staff finds no substantive problems with adding "historic districts" to HPAC's charge. Procedural or technical issues which may arise with the implementation of such districts can be adequately resolved.

RECOMMENDED MOTIONS:

That the Agency:

Approve expanding the authorization of the Culver City

Historic Preservation Advisory Committee to include making recommendations regarding "historic districts".

That the City Council:

Approve expanding the authorization of the Culver City

Historic Preservation Advisory Committee to include making recommendations regarding "historic districts".

These Minutes Are Not Official Until
Approved by the Culver City Historic Preservation
Advisory Committee

Minutes
Culver City Historic Preservation Advisory Committee
Meeting of April 4, 1990

Call to Order.

The April 4, 1990 meeting of HPAC was called to order by Vice Chairwoman Charlotte Georgi at 7:35 p.m.

Roll Call.

Members Present: Jacqueline Taylor
Judy Potik
Stephen Schwartz
Carolyn Cole
Cathy Zermeno
Edith Prager
Linda Brady
Richard Waldow
Charlotte Georgi
Richard Hansen
James Lamm
Libby Baskin

Members Absent: David Paster (ill)
Mary Ellen Fernandez
Jim Quirarte
Cary Boggan (ill)
J. Clark Garrett

Staff Present: Jody Hall-Esser
Joan Kassan
Diann Marsh, Thirtieth Street Architects

Guests: Robert Sirchia, Vice President Operations,
The Culver Studios

Secretary's Report.

- * It was moved by Stephen Schwartz, seconded by Cathy Zermeno and unanimously approved to receive and file the Secretary's Report regarding the posting of the agenda for the meeting of April 4, 1990.

* Signifies "Motion".

Approval of Minutes.

- * It was moved by Jacqueline Taylor, seconded by Carolyn Cole and unanimously carried to approve the minutes of the March 21, 1990 meeting.

Overview of HPAC Process and Strategy for Future Discussions.

Mrs. Jody Hall-Esser, Assistant Executive Director, Culver City Redevelopment Agency and Community Development Director; discussed the HPAC's two fundamental accomplishments: working criteria and the preliminary ranking of potentially significant structures. Mrs. Esser then identified the next steps in HPAC's process: to refine the criteria and apply them to the potentially significant structures. Also for HPAC to address are recommendations regarding the implementation of a preservation program from passive to more assertive options. The final area of HPAC concern are recommendations for components of an Agency funding program for preservation of significant structures. Mrs. Esser informed HPAC that the structures currently under consideration are being "reshot" and that updated slides and stills would be available by early May.

Mrs. Esser proceeded to suggest two alternative strategies to assist HPAC complete its charge: 1) An all-day Saturday session to allow for the time and energy to inter-relate and select among the complex options before HPAC and, thus, complete HPAC's responsibilities or 2) In 3 to 4 meetings accomplish these tasks. If the all-day session is selected by HPAC, a follow-up review meeting would be scheduled.

Mrs. Esser explained that staff would provide program options for HPAC to consider such as explaining how Agency funding may be used legally for preservation rehabilitation.

Mrs. Esser summarized HPAC's future process as being directed to accomplish: 1) Refine (clarify and prioritize) criteria; 2) apply refined criteria to updated slides of potentially significant structures; and 3) select recommended program components after considering passive/active options and funding options.

Discussion/HPAC and Staff.

HPAC proceeded to discuss at length the two procedural options presented by Mrs. Esser. HPAC determined by consensus to participate in an "all-day" meeting on Saturday, May 5, 1990 with the understanding that staff would send meeting materials approximately two weeks in advance. HPAC concurred with Mrs. Esser that a follow-up meeting would be needed after the day-long session.

HPAC considered the need for a meeting before the May 5th session; and, after thorough discussion decided not to hold such a meeting.

Committee members expressed the need to discuss program policy options before the final pass through on the slides.

HPAC requested staff provide a revised matrix format for ranking structures which staff promised to provide.

Confirmation: April 7 Tour.

There was a brief discussion of the logistics and arrangements for the tour of Columbia Studios.

Preparation for Next Meeting.


May 5, 1990 will be the next meeting.

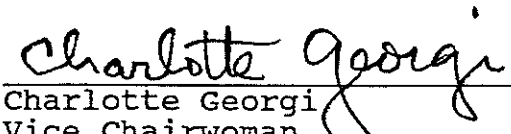
Other Business.

Diann Marsh and Joan Kassan briefly clarified the relationship of the local HPAC process, the consultant's recommendations, the National Register of Historic Places and federal tax credits for historic preservation. The consultant's ratings are their professional opinion and are not guarantees of National Register acceptance. Our process is totally separate from both the National Register and the federal tax credits and would neither aid nor inhibit an owner from applying for the federal program for an eligible structure.

Adjournment.

- * Stephen Schwartz moved, Richard Hansen seconded, and HPAC approved adjournment at 9:05 p.m.


Joan Kassan, Secretary
Culver City Historic
Preservation Advisory
Committee


Charlotte Georgi
Vice Chairwoman
Culver City Historic
Preservation Advisory
Committee

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Advisory Committee

Minutes

Culver City Historic Preservation Advisory Committee (HPAC)
Meeting of Saturday, May 5, 1990

Continental Breakfast. 8:30 a.m.

Call to Order.

The May 5, 1990 meeting of the HPAC was called to order by Mrs. Jody Hall-Esser, Assistant Executive Director of Culver City Redevelopment Agency at 9:00 a.m.

Roll Call.

Members Present: Jacqueline Taylor
Stephen Schwartz
Carolyn Cole
Catherine Zermeno
David Paster
Mary Ellen Fernandez
Edith Prager
Linda Brady
Cary Boggan
Richard Waldow
Charlotte Georgi
J. Clark Garrett
Richard Hansen
James Lamm
Libby Baskin

Members Absent: Judy Potik
Jim Quirarte

Staff Present: Jody Hall-Esser
Joan Kassan
Diann Marsh, Thirtieth Street Architects

- * Secretary's Report. Moved by Cathy Zermeno, seconded by Richard Hansen and unanimously approved to receive and file the Secretary's Report regarding posting of the agenda for the meeting.

- * Signifies "motion".

- * Approval of Minutes. Moved by Carolyn Cole, seconded by Jacqueline Taylor and unanimously carried that the minutes of the April 4, 1990 HPAC meeting be approved.

Orientation and Overview. Mrs. Hall-Esser discussed the day's strategy of starting with the residential properties, then discussing the program component options (passive to assertive); and then addressing non-residential properties. It was noted that updated photographs of all structures were on display in the meeting room.

HPAC then reviewed the residential slides.

HPAC/Staff Discussions. HPAC discussed the range of program options (Attachment #2) and made recommendations for a three-tier program including an assertive (Landmark) component.**

HPAC discussed Attachment 1, including revised pages 4 and 5 to determine how structures would be placed in different categories and how they would be ranked and weighted as 'Landmark'; 'Significant'; 'of Interest'.**

HPAC then reviewed residential slides, ranking and weighting them.**

Lunch Break 12:40 - 1:30 p.m.

HPAC completed ranking/weighting of residential slides and identified three districts.**

Mrs. Jody Hall-Esser then explained and discussed with HPAC the proposed Culver City Redevelopment Agency Historic Preservation Rehabilitation Program, Attachment #3. HPAC made recommendations on the Agency program.**

HPAC reviewed the non-residential slides and ranked and weighted many of the structures but not all.**

The Culver Studios and Columbia Studios were discussed and Landmark, Significant and 'of interest' structures were identified.**

HPAC received and filed a letter from Mr. Robert J. Sirchia, Vice President, Operations, for The Culver Studios, dated May 4, 1990.

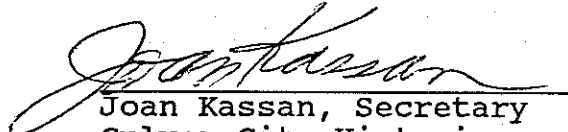
- ** See attachment A to May 16, 1990 agenda.

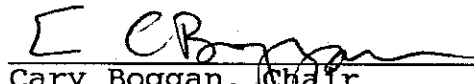
Preparation for Next Meeting: May 16, 1990.

The May 16, 1990 meeting will begin at 6:30 p.m. at the Ramada Hotel in the same room as the May 5th meeting, preceded by a light buffet supper starting at 6:00 p.m. At the May 16th meeting, HPAC will complete the ranking/weighting of structures as necessary and review its recommendations to be made to the Culver City Redevelopment Agency/City Council.

Other Business. It is noted for the record that HPAC member Richard Hansen was in compliance with HPAC conflict of interest requirements; Mr. Hansen did not participate in determining recommendations for Columbia Studios.

Adjournment. By consensus, the meeting adjourned at 5:55 p.m.


Joan Kassan, Secretary
Culver City Historic
Preservation Advisory
Committee


Cary Boggan, Chair
Culver City Historic
Preservation Advisory
Committee

hpacmn

RECOMMENDED PROCESS FOR WEIGHTING/RANKING
STRUCTURES

	<u>Point value</u>
1. <u>Quality of Architecture</u> (<i>choose one</i>)	
A. Is the structure in question the best example of its kind in Culver City?	20
B. Is the structure a good example but there are better?	10
C. Have there been alterations which have significantly changed materials, character or style?	5
Subtotal Architectural Significance	_____
2. <u>Historical/Cultural Significance</u>	
A. <i>Is the building associated with a prominent person or significant event of local (State or National) importance to the incorporation, growth or development of Culver City?</i>	15
B. <i>Is the building associated with a historical pattern of significance to the incorporation, growth or development of Culver City?</i>	10
Subtotal Historical/Cultural Significance	_____
3. <u>Other</u>	
A. Is this building the oldest example of its type/style in Culver City?	5
B. Is the building accessible/visible to the public?	5
C. Has the building been well preserved?	5
Subtotal Other	_____
4. TOTAL POINTS (Maximum 60)	_____

IV. Other Recommendations

- A. It is important to remember that all buildings identified/designated can be acknowledged in one way or another. For instance, the HPAC could recommend that a category of "recognition" be established for buildings of "lowest" weighting point value with only the better and/or best structures being designated as "significant". A determination in this regard by the HPAC could be applied to structures as follow:

"SIGNIFICANT" STRUCTURES"

("Best") HIGHEST SIGNIFICANCE 45-60 points

("Better") SIGNIFICANT STRUCTURES 20-40 points

STRUCTURES DESIGNATED FOR RECOGNITION Less Than 20

- B. Another important decisions the HPAC will want to consider is whether to only, ultimately, recommend designation of an owner-occupied residential structure as significant if the owner agrees after full disclosure of the effects of designation and/or designation of historic residential districts only by petition of 51% or more of potential district residents after full disclosure of the effects of designation.

ATTACHI

These Minutes Are Not Official Until
Approved by the Culver City Historic Preservation
Advisory Committee

Minutes

Culver City Historic Preservation Advisory Committee (HPAC)
Meeting of Wednesday, May 16, 1990

Supper Buffet. 6:00 p.m.

Call to Order. The May 16, 1990 meeting of HPAC was called to order at 6:35 p.m. by Mrs. Jody Hall-Esser, Assistant Executive Director of Culver City Redevelopment Agency.

Roll Call.

Members Present: Jacqueline Taylor
Judy Potik
Stephen Schwartz
David Paster
Mary Ellen Fernandez
Edith Prager
Linda Brady
Cary Boggan
Richard Waldow
J. Clark Garrett
Richard Hansen
James Lamm

Members Absent: Carolyn Cole
Catherine Zermeno
Jim Quirarte
Charlotte Georgi
Libby Baskin

Staff Present: Jody Hall-Esser
Mark Zierten
Joan Kassan
Diann Marsh, Thirtieth Street Architects

- * Secretary's Report. Moved by Stephen Schwartz, seconded by Cary Boggan and unanimously approved to receive and file the Secretary's Report regarding posting of the agenda for the meeting.
- * Approval of Minutes. Moved by Jacqueline Taylor, seconded by Judy Potik and unanimously carried that the minutes of the May 16, 1990 HPAC meeting be approved.
- * Signifies "motion".

HPAC/Staff Discussions:

Review of Results of May 5, 1990 meeting; Attachment A and Review of Decisions/Recommendations.

Mrs. Hall-Esser referred HPAC members to each section of Attachment A, requesting confirmation of the wording or comments/corrections. Mrs. Esser cautioned HPAC that the wording in Attachment A was subject to revision by legal counsel although it was unlikely substantive policy changes would be necessary. The Culver City City Council/Redevelopment Agency, of course, will consider HPAC recommendations from an overall policy perspective.

Pages 1-4 were accepted as presented.

Pages 5 and 6 were accepted; however, there was discussion concerning the use of the property report in a real estate transaction to make the prospective buyer aware that a property has certain obligations/restrictions as a result of being designated under this process. It was commented that the property report comes up late in the sales process and could this be changed to permit disclosure at an earlier stage. Mrs. Hall-Esser suggested the property report could be amended by local ordinance to address the issues of disclosure and timing.

Pages 7 and 8 were accepted with amendments as included on the revised "Attachment A".

Mrs. Esser commented that an architect and/or historic preservationist would be retained by the Agency to provide professional advice to staff in evaluating properties as part of an ongoing historic preservation program.

The question was discussed whether sanctions legally could be imposed beyond those currently authorized for such offenses as altering/demolishing a structure without a legal permit. Mrs. Esser said this issue would be addressed by counsel.

- * HPAC voted to recommend to the City Council that, if legal and feasible, more stringent penalties/sanctions (than currently in place for code violations) be imposed for noncompliance with Council-approved historic preservation requirements.

HPAC proceeded to review each of the structures ranked at the May 5th meeting and to complete ranking those few structures left undone due to lack of time on May 5. The ranking charts have been revised where necessary to reflect these additions.

Continued Discussion of HPAC Recommendations.

In the course of reviewing the non-residential properties, Mary Ellen Fernandez moved and David Paster seconded and HPAC approved that

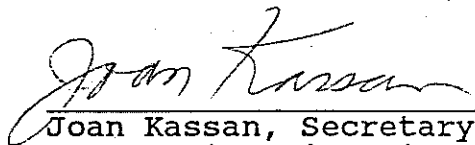
The Fire Station and City Hall be cited as Landmark category structures for commemorative purposes.

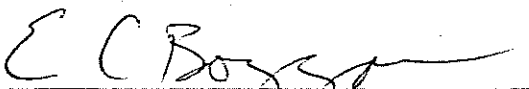
Next Steps: Mrs. Esser recommended that, at this point we need to further check on the "historic architect/builder/designer" and associations with a "prominent person/historical trend or event" with persons more expert than we in this City's history.

- * David Paster moved, Judy Potik seconded and HPAC unanimously agreed to hold a special meeting with local history resource persons to review the building descriptions. Mrs. Esser said staff would arrange such a meeting after consulting with the Culver City Historical Society and inform HPAC.
- * Jim Lamm moved, Edith Prager seconded, and HPAC unanimously approved that each property owner of a proposed Significant or Landmark building receive a letter informing them of the HPAC process and the data on their individual property with the request to comment or provide new information.

Other Business. It is noted for the record that HPAC member Richard Hansen was in compliance with HPAC conflict of interest requirements; Mr. Hansen did not participate in determining recommendations for Columbia Studios.

Adjournment. By consensus, the meeting was adjourned at 10:05 p.m.


Joan Kassan, Secretary
Culver City Historic
Preservation Advisory
Committee


Cary Boggan, Chair
Culver City Historic
Preservation Advisory
Committee

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Advisory Committee

Minutes
Culver City Historic Preservation Advisory Committee
Meeting of Wednesday, June 27, 1990
Ramada Hotel, Premiere Room, Culver City

Supper Buffet. 5:30 p.m. - 6:00 p.m.

Call to Order.

The June 27, 1990 meeting of HPAC was called to order at 6:25 p.m. by Mrs. Jody Hall-Esser, Assistant Executive Director of the Culver City Redevelopment Agency.

Roll Call.

Members Present:

Jacqueline Taylor
Stephen Schwartz
Carolyn Cole
Catherine Zermeno
Mary Ellen Fernandez
Edith Prager
Linda Brady
Cary Boggan
Richard Waldow
Charlotte Georgi
J. Clark Garrett
Richard Hansen
James Lamm
Libby Baskin

Members Absent:

Judy Potik
David Paster
Jim Quirarte

Staff Present:

Jody Hall-Esser
Joan Kassan
Mark Zierten
Diann Marsh, Thirtieth Street
Architects

Culver City Historical
Society Board of Directors
Present:

Sam Cerra, Co-President
Linda Brady, Co-President
Madeline Ehrlich, 1st Vice President
Carolyn Cole, 2nd Vice President
Jacqueline Taylor, Secretary
Bonnie Walsh, Treasurer

Invited Culver City
Early Years' Resource
Persons Present:

Gladys Chandler
Dan Patacchia
Virgie Eskridge
Julie Lugo Cerra
Mr. and Mrs. Roy Donovan, Jr.
Betty Musial

* Secretary's Report.

Moved by Richard Waldow, seconded by Richard Hansen, and approved to receive and file the Secretary's Report regarding posting of the Agenda for the meeting.

Approval of Minutes.

Due to the length of the meeting, the May 16, 1990 minutes were carried over to the next HPAC meeting.

Introductions and Overview.

Mrs. Hall-Esser requested meeting participants introduce themselves after which Mrs. Hall-Esser gave a brief overview of the HPAC process and status.

Review of Structures Recommended by HPAC for Recognition/Designation.

Mrs. Hall-Esser explained the purpose of tonight's meeting being to view slides of the HPAC-recommended buildings so that invited resource persons could inform HPAC if they could add to our knowledge of these structures. Staff proceeded to show the slides and Mrs. Hall-Esser summarized what was already known about the buildings requesting that resource persons speak out at any time if they had remembrances to contribute.

The meeting continued for several hours with slides and discussion concerning the residential single structures, residential districts, and non-residential structures. The information noted during the meeting was later referred to staff and Agency consultants, Thirtieth Street Architects, for research and confirmation.

Recap and Next Steps.

Mrs. Hall-Esser thanked meeting participants for their contributions and summarized the next step to be research of the many remembrances taken down as a result of this meeting. HPAC will then reconvene to consider the new information for its possible impact on the ranking of structures in the HPAC process.

* Signifies a "motion".

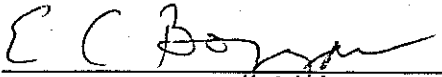
Other Business.

Adjournment.

There being no other business, the meeting was adjourned at 9:50 p.m.



Joan Kassan, Secretary
Culver City Historic
Preservation Advisory
Committee



Cary Boggan, Chair
Culver City Historic
Preservation Advisory
Committee

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These Minutes Are Not Official Until
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Advisory Committee

MINUTES

Culver City Historic Preservation Advisory Committee (HPAC)
Meeting of Wednesday, August 29, 1990

Call to Order. The August 29, 1990 meeting of HPAC was called to order at 7:40 p.m. by Mrs. Joan Kassan, City Grants Coordinator.

Roll Call.

Members Present: Carolyn Cole
Stephen Schwartz
Mary Ellen Fernandez
Edith Prager
Catherine Zermeno
Cary Boggan
Richard Waldow
J. Clark Garrett
Richard Hansen
James Lamm

Members Absent: Jacqueline Taylor
David Paster
Linda Brady
David Hauptman
Mark Sloane
Jim Quirarte
Charlotte Georgi
Libby Baskin

Staff Present: Jody Hall-Esser
Joan Kassan
Gabriel Garcia

- * Secretary's Report. Moved by Carolyn Cole, seconded by Richard Hansen, and unanimously approved to receive and file the Secretary's Report regarding posting of the agenda for the meeting.
- * Approval of minutes. The minutes of May 16, 1990 and of June 27, 1990 were unanimously approved.
- * Signifies "motion".

HPAC/Staff Discussions:

Overview and Status Report on developments since June 27, 1990 meeting.

Mrs. Jody Hall-Esser, Assistant Executive Director of the Culver City Redevelopment Agency and Joan Kassan gave a summary report on the June 27, 1990 meeting and referred HPAC to the handout dated August 29, 1990 in regards to clarification of two areas of HPAC "Attachment A", page 4; page 7 (attached). HPAC and staff proceeded to discuss the two clarifications. Clarification #1 was unanimously
* approved on a motion by Stephen Schwartz, seconded by Cary Boggan.

Clarification #2 was discussed at length concerning whether it was possible to periodically contact property owners who had previously rejected designation or who had purchased property after the prior owner had rejected designation. After considering various aspects of these issues, HPAC
* approved the motion by Richard Waldow, seconded by Mary Ellen Fernandez, confirming that only owners of residential properties for "significant" designation would have the option of consenting or declining the designation; the motion further included the following recommendation:

Every feasible attempt would be made to periodically identify and contact the following Culver City property owners concerning the designation of their property:

- (1) Owners of property ranked "significant" who have previously rejected designation.
- (2) New owners who have purchased properties ranked as "significant" but which properties have not previously been so designated.

Review of revised property data resulting from June 27, 1990 meeting and July 10, 1990 mailing to owners of record of potentially significant/recognition properties.

Discussion of new properties requested between June 27 and August 3 to be considered by HPAC.

HPAC and staff reviewed slides of those properties which were either currently unranked or potentially affected by additional information obtained as a result of the June 27th meeting or from responses from owners-of-record of HPAC-ranked properties. Additions, deletions and revisions were approved by HPAC as indicated on the revised charts attached hereto for "Non-Residential Properties" and "Single Residential Properties."

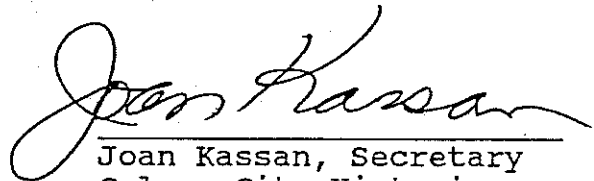
Recap and Confirmation of HPAC recommendations to Culver City
Redevelopment Agency/Council. / Next steps.

Mrs. Hall-Esser confirmed no further revisions were desired by HPAC to their recommendations at this time. Mrs. Hall-Esser discussed the property owners-of-record briefing meeting, scheduled for September 11, 1990 at 7:30 PM at the Rotunda Room of the Veterans' Memorial Building, inviting HPAC to attend and participate.

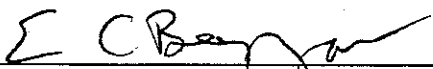
Mrs. Hall-Esser asked HPAC for any suggestions on how the HPAC presentations could be improved. Richard Hansen suggested that a video instead of a slide show would be more efficient. Mrs. Hall-Esser concurred and assured HPAC that staff would follow up with several tapes as soon as practicable.

Following the September 11 meeting, the next step would be scheduling HPAC's recommendations for formal consideration/action by the Agency/Council at a meeting in late September or early October, 1990. Staff will be working with Chairman Boggan in preparing the final recommendations for that meeting.

Other business/Adjournment. There being no further business, the meeting was unanimously adjourned at 9:35 PM.



Joan Kassan, Secretary
Culver City Historic
Preservation Advisory
Committee



Cary Boggan, Chair
Culver City Historic
Preservation Advisory
Committee

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CULVER CITY REDEVELOPMENT AGENCY

9696 Culver Boulevard, Suite 308, Culver City, CA 90232-2759

Mrs. Jody Hall-Esser
Assistant Executive Director

Project No.1 (213) 202-5775
Project No.2 (213) 202-5775
Project No.3 (213) 202-5761
Facsimile (213) 202-0337

August 29, 1990

Re: Clarification of two areas of HPAC "Attachment A"
page 4; page 7.

Dear HPAC Members:

Clarification #1: Restatement of point total for categorizing
"recognition", "significant", and "landmark" buildings.

As approved by HPAC, "Attachment A", page 4, provides that
properties rated at "less than 20 points" be "recognized" and
"significant" properties begin at 20 points.

HPAC's discussions and rankings of properties generally reflected
a consensus that structures rated at no more than 20 points be in
the lowest (recognition) level.

Therefore, in order that "Attachment A" be consistent with HPAC's
actual ranking process, I propose to restate the point totals as
follows:

<u>CATEGORY</u>	<u>POINT TOTAL</u>
1. Landmark	41 - 60 points
2. Significant	21 - 40 points
3. Recognition	20 points or less

Clarification #2: Restatement of consent option for residential
property owners ranked at the "significant" level.

As approved by HPAC, page 5, II B, NOTE 2 provides that

Residential properties shall only be designated
"Significant" with the consent of the property
owners (or 51% of the property owners in a historic
district).

On this same subject, page 7, III B.2. provides that, for
"Significant Buildings/Districts"

Nomination form to consent to designation [is to be]
sent to each owner [residential not specified].

HPAC Members
August 29, 1990
Page 2

In order to avoid any potential misunderstanding, I propose to amend page 7 to read as follows:

Nomination form to consent to designation also sent to each RESIDENTIAL owner.

This evening HPAC is requested to review these sections of "Attachment A" and inform staff of your position regarding these clarifications.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Jody Hall-Esser".

Mrs. Jody Hall-Esser
Assistant Executive Director

JHE:JK/lo
attachments

clarify

MINUTES

Briefing for Owners of Record of HPAC-Ranked Properties,
Tuesday, September 11, 1990,
Rotunda Room, Culver City Veterans' Memorial Building

Call to Order.

The meeting was called to order at 7:40 p.m. by Mrs. Jody Hall-Esser, Assistant Executive Director of the Culver City Redevelopment Agency.

Welcome and Introductions.

Mrs. Hall-Esser welcomed those in attendance on behalf of the Chair, Vice Chair, and members of the Historic Preservation Advisory Committee and introduced members of HPAC (Carolyn Cole, Stephen Schwartz, Jacqueline Taylor, Catherine Zermeno, and Edith Prager), and staff, who were present.

Overview of Historic Preservation Advisory Committee (HPAC) Process.

Mrs. Hall-Esser gave a summary description of the HPAC process:

In a joint action (June 1989) the Agency and City Council authorized formation of an Historic Preservation Advisory Committee (HPAC) to make recommendations regarding: 1) criteria to be used to designate buildings of historic significance; 2) ranking of non-residential and residential structures based on criteria recommended; and 3) provisions to be included in an Historic Preservation Ordinance to promote rehabilitation of buildings of architectural/historic significance to the community, balancing this effort with the interests of private property owners.

The HPAC was authorized to be comprised of representatives from the Planning Commission, Human Services Commission, Redevelopment Project 3 Committee, Culver City Arts Committee, Historical Society, Chamber of Commerce, Realty Board, Homeowners' Association and the Unified School District. In addition, after a public solicitation process, eight volunteers from the public were appointed (October 16, 1989) as "at-large" architect, and historian representatives.

Following an orientation meeting in November 1989, HPAC has met at least monthly in addition to field review sessions of potentially significant Culver City structures.

HPAC Proposed Recommendations: Explanation of HPAC Proposed Recommendations.

Mrs. Hall-Esser referred attendees to the "HPAC Attachment A" in the packet provided for each owner-of-record and HPAC member/

alternate. Mrs. Hall-Esser reviewed "Attachment A", explaining each provision, including: Criteria for significance; Threshold Criteria; Application (ranking) of Criteria; Significance of ranking (Landmark/Significant/Recognized); Three-tiered Historic Preservation Program; Designation Process; Financial Assistance Program. Mrs. Hall-Esser explained that these were draft program components since the HPAC recommendations have not been formally considered by the Culver City Redevelopment Agency/City Council.

Mrs. Hall-Esser explained, by the proposal three categories (Landmark/Significant/Recognized), the implications for properties in each category. Mrs. Hall-Esser explained that properties ranked "Recognized" would be honorific only. In the "Significant" category, RESIDENTIAL property-owners -- including multi-family but NOT including hotels -- would have the option of consenting or declining designation. "Landmark" properties are recommended to be designated without the consent of the owner.

Review of HPAC Proposed Building Rankings:

Mrs. Hall-Esser referred attendees to the charts included in their packets for ranking information by individual building address. After explaining how the charts should be read, Mrs. Hall-Esser opened the meeting to questions.

Mrs. Esser noted that all responses are for the recommended (draft) program.

Q: Will there be minutes of this meeting?

R: Yes, but not a transcript.

Q: Will the HPAC Program supercede the Historic Building Code?

R: No. The Historic Building Code is intended to provide flexibility in altering/rehabilitating structures on an official local, state or federal list of historically significant structures. The Historic Building Code does not set property maintenance standards nor further define "significant" buildings beyond being officially listed. HPAC and the Historic Building Code are complementary; they do not overlap or conflict.

Q: Will "Landmark" building owners have a choice as to designation?

R: No.

Q: Will there be an Historic Preservation Ordinance?

R: Staff anticipates an Ordinance will be authorized to address, in part, historic preservation in Culver City.

- Q: Are we aware of the Mills Act tax break for historic properties?
- R: Staff will be attending a California Preservation Foundation workshop on September 14, 1990 on the Mills Act. Once a program is established by the Agency/Council, staff will provide information to owners concerning various options for assistance/tax breaks as identified/relevant.
- Q: How is an historic district created?
- R: HPAC proposes one "Landmark" district (designation without consent) and two "Recognized" districts (no designation--honorific only). No "Significant" districts are proposed at this time.
- Q: What happens if a "Significant" residential property owner declines designation?
- R: The property "falls" into the honorific "Recognition" category. Current and/or future property owners will be periodically contacted for reconsideration of designation.
- Q: Who administers the Historic Building Code?
- R: The City Building Official is the primary contact. Should appeals be necessary, first such appeals would be handled in the City and, if the owner finds it necessary, appeals to the State are permitted under the Code.
- Q: Will money be available to help improve/restore designated properties?
- R: Yes, as funding permits and according to priorities as now proposed in the "HPAC Attachment A", pp 8-9.
- Q: Will there be a sign/plaque to indicate a designated building?
- R: Staff would recommend a discreet, tasteful sign or plaque to be purchased, probably, jointly by Agency/owner for "Landmark" and possibly also properties designated as "Significant".
- Q: Would prospective buyers of a designated property be advised as to whether the property had been designated?
- R: Yes.

Q: What is "adaptive reuse"?

R: This refers to an alternative use for a designated property other than its current or original use. The main reason for pursuing an adaptive reuse for a building is to obtain an economic return on the property rather than demolishing, moving or substantially altering it.

Note: Designation doesn't affect interior rehabilitation/improvements.

Q: Does designation affect seismic requirements?

R: No. Seismic requirements are a separate process.

Q: What public information will be available?

R: Staff, in some cases, with the Culver City Historical Society, will develop brochures, walking tours, workshops, etc.

Q: What is the advantage of being designated?

R: First, the honor of owning a building of significance to Culver City's heritage; second, the opportunity for financial assistance with eligible rehabilitation/improvements; third, opportunities for other benefits, such as potential tax reductions if applicable. Staff is researching non-City/Agency benefits for historic properties.

Q: How does designation affect property values?

R: Experience elsewhere in California and nationwide is that values are not detrimentally affected by designation. In many cases, quite the opposite is true; values are increased by historic designation.

Q: Would an approved historic preservation program permit/require the restoration of street furniture--such as street lights--appropriate to period of the designated buildings in an area?

R: The ability of the City/Agency to install such features would depend upon various factors such as final design standards for a specific area. The feasibility and expense of locating such appurtenances and the technical and safety standards necessary for public improvements must also be considered. Generally, only historic districts would be considered, however, design overlays in other areas are possible.

- Q: Would the owner of a designated property be permitted to restore the landscaping and make parking improvements appropriate to the historically designated time period?
- R: This type of situation would require individual review of the specific circumstances. Essentially, it would be a question of the proposed landscaping and/or parking restoration meeting current code standards.
- Q: What is the timetable for the availability of Agency financial assistance for designated buildings?
- R: After the HPAC recommendations are addressed by the Agency/Council on October 15, 1990, the basic tenets of the program, including Agency financial assistance, are expected to be established. Staff projects approximately a 60-day turnaround for program forms and technical guidelines to be worked out.
- Q: After October 15, 1990, what process will be set up to handle future historic preservation matters?
- R: Staff proposes to present relevant matters (such as additional nominations or requests for rehabilitation permit findings of appropriateness) to the City Planning Commission on at least an annual basis with an HPAC to be fully reconvened every five years. Additionally, staff proposes to obtain the support services of a consultant historic preservation specialist to assist with technical assessments and staff support in processing plans for restoration/renovation.
- Q: Were HPAC efforts the result of the City's Residential Code Enforcement program?
- R: No. HPAC is a totally different process initiated for separate reasons prior to commencement of this Code Enforcement effort.
- Q: What are the disadvantages of designation to property owners?
- R: For "Recognition" category - none. For "Significant" category - potential delay in obtaining building permits--up to recommended 6 months if the proposed action is found to negatively affect the historic integrity of the property exterior. (Interior alterations are not affected). For "Landmark" category - if proposed action (demolition/move/rehabilitation/addition/alternation) is found to negatively affect the historic integrity of the structure, an owner would have to not only abide by the 6 month waiting period to review options, BUT also could not proceed with the original proposed action without an additional process to determine whether economic hardship can be proven by the owner

(Attachment A, page 6). Again, interior modifications are not affected.

Q: What is the basis of the City's right to affect private property for historic preservation?

R: A City's right to implement an historic preservation program affecting private property has been legally established in both state and federal courts. There is no requirement, however, that an historic preservation program be established as proposed. The Agency/Council could modify the recommendations so that all properties are "honorific" as in the proposed "recognition" category with no restrictions or conditions; or, among other options, make all designations subject to owner consent.

Q: Is the Columbia Studios proposal including 11 story buildings affected by HPAC?

R: The Columbia Lot as a whole is not proposed for designation--only specific buildings ("Attachment A", page 10). The proposed Columbia Studios Comprehensive Plan will be subject to environmental assessment including traffic/circulation, parking, aesthetic, public service demands, noise and other impacts on the City. Also, a fiscal impact analysis will be performed. The review process for this proposed project, including public hearings before the Planning Commission and City Council, is expected to take at least one year.

Q: What are the chances the draft "Attachment A" will be approved "as is"?

R: "Attachment A" has not been formally discussed by the Agency/Council nor has there been informal feedback on this issue. Although the Agency/Council is aware of how hard the HPAC has worked on these recommendations, and will take them under serious consideration, staff cannot predict the official outcome.

Q: Can the owner of a designated property obtain financial assistance for landscaping work? Patios?

R: Reasonable costs of landscaping for such items as introduction of drought tolerant plants or complying with minimum maintenance standards probably would be approved. Items such as patios - probably not. Funding of landscaping will depend also on the availability of monies after more serious rehabilitation is assisted ("Attachment A", pp 8-9).

Q: What type of financial assistance would be available from the Agency as proposed in "Attachment A"?

R: An application (guidelines and forms to be developed per specific direction from Agency anticipated 10/15/90) would be prepared by the property owner. The assistance might be: grant (low income), below market interest rate loan (BMIR) or rebate. Specifics of the financial assistance program will be developed and approved by the Agency in the near future if staff is authorized to proceed on October 15 or at a subsequent meeting.

Q: Would federal Davis Bacon wage rates be required?

R: No.

Recap of Meeting and "Next Steps":

Mrs. Hall-Esser thanked participants for attending and summarized the purposes of the meeting to inform owners-of-record prior to scheduling the HPAC recommendations for formal Agency/Council consideration/ action which is planned for October 15, 1990.

Mrs. Hall-Esser invited participants to remain for a brief slide presentation of the HPAC-recommended, ranked buildings by category: Landmark/Significant/Recognized.

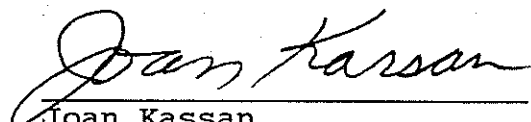
Mrs. Hall-Esser informed attendees that, after the slide presentation, staff would be available to further respond to questions.

The meeting was concluded at 9:45 PM.

HPAC Process:

Due to the lack of any immediate business to be addressed, there was no need to convene an HPAC meeting.

Respectfully Submitted


Joan Kassan
Grants Coordinator,
Secretary to HPAC

JK:jlfr
a:jkhpacmn.990

LIST OF ATTENDEES
PROPERTY OWNERS' BRIEFING - SEPTEMBER 11, 1990
7:30 PM - ROTUNDA ROOM

<u>NAME</u>	<u>RE: PROPERTY</u>	<u>PHONE (213)</u>
Roy L. Donovan	9355 Culver	383-3151
Ron Wiertzema	9942 Culver	839-9259
S. Ravan	5835 W. Washington	
George N. Plato	9400-10 Washington	838-3173
Charles R. Harmelin	11300-04 Venice	398-8475
Norman Mason	5879 Washington	930-1600 (o)
		663-4116 (h)
Charles Gillen	8695 Washington	839-2954
Schubert H. Byers	9720-30 Washington	
(signature unreadable)	9540 Washington	840-4305
Stuart Freeman	9543 Culver	839-7593
V. Susan Cline	4068-A,B,C LaFayette	836-3014
	4070-C LaFayette	
Elliott Stein	4070-A LaFayette	558-0643
Bruce Odelson	4070-B LaFayette	
Kathleen O'Neal	11033 Braddock	836-4210
Mr. & Mrs. Elias Cano	4173 McConnell	306-7143
Shari Schulz		
(for C. Krehbiel)	4132 McConnell	393-5281
Norman Gausman	3914 Huron	472-7360
Carl Porter	4058 Madison	
August J. Vandriel	4058 Lincoln	559-3282
Darlene Mowery	4019 Wade St.	
Margaret Lindgren	4144-46 LaFayette	
Alicia Depto	10865 Pickford Way	559-2627
James P. O'Neill	4121 Wade St.	306-8977
Charles/Vera Kersey	4114 LaFayette	
Albert Algaze	3923 Prospect	
Margaret Gottschalk	4222 Keystone	204-6457
Buford Criswell	4077 Lincoln	839-8665
Michael Candland	11373 Herbert	390-6786
Karla/John Johnston	4191 Lincoln	838-5127
Michael/Marguerite		
Mickaelian	3535 Schaeffer	838-7735

a:jkatndes.911