



**CITY OF MANHATTAN BEACH
HISTORIC PRESERVATION
CHAPTER 10.86 MBMC
PROCEDURES FOR HISTORIC LANDMARK DESIGNATION**

The following is a summary of the code requirements related to Historic Preservation. See Chapter 10.86 for more detailed information.

Process

An application is filed with the Community Development Department upon the attached form with the required support information and filing fees. The Planning Commission is responsible for reviewing applications for Historic Landmarks and forwarding a recommendation to the City Council for final decision on the designation of a landmark. The property owner(s) is/are responsible for signing the attached paperwork and submitting the required documentation and filing fee with the Planning Division. The Planning Division Staff will prepare a report for the Planning Commission, and the landmark designation is considered by the Commission at a noticed public hearing. The Planning Commission recommendation is forwarded to the City Council at a noticed public hearing for a final decision. Owner consent is required for landmark designation.

Historic Landmark-Criteria

In order to be eligible for consideration as a landmark, a property must be at least forty-five (45) years old. A historic property less than forty-five (45) years of age may qualify for local listing if the Director, Commission, and/or City Council determine that the resource is of exceptional architectural, cultural, social, and/or historical importance to the City, as verified by a qualified architectural historian or historian.

Historic landmarks must retain integrity from their period of significance, as determined by a qualified architectural historian or historian. A proposed landmark need not retain all seven (7) aspects of historic integrity (location, design, setting, materials, workmanship, feeling, and association), but it must retain sufficient integrity to convey the reasons for its historic, cultural, or architectural significance.

The application must meet one or more of the following criteria for the designations as a landmark:

1. It is or was once associated or identified with important events or broad patterns of development that have made a significant contribution to the social, political, cultural, or architectural history of the city, region, state, or nation.
2. It is or was once associated with an important person or persons who made a significant contribution to the history, development, and/or culture of the city, region, state, or nation.
3. It embodies the distinctive characteristics of a style, type, period, or method of construction.
4. It represents the work of a master, or possesses high artistic or aesthetic values.
5. It represents the last, best remaining example of an architectural type or style in a neighborhood or the city that was once common but it [is] increasingly rare.
6. It has yielded or has the potential to yield information important to the prehistory or history of the city, region, state, or nation.

Historic Districts- Criteria

In addition to meeting the criteria for Historic Landmarks (where applicable), to designate a historic district the Commission must also find that the proposed district:

1. Is an identifiable and distinct entity with clear boundaries, and that it possesses a significant concentration of buildings, structures, and related features sharing common historical, visual, aesthetical, cultural, archaeological, or architectural plan or physical development; and



2. Retains integrity from its period of significance as determined by a qualified architectural historian or historian. Not all properties need to retain all seven (7) aspects of integrity, but a substantial number must retain sufficient integrity to convey the historic, cultural, or architectural significance of the district.
3. Components may lack individual distinction but still represent a significant and distinguishable entity that meets eligibility criteria.
4. Deferred maintenance or dilapidated condition shall not be equated with a loss of integrity. Integrity shall be judged with reference to the particular characteristics that support the district's eligibility under the appropriate criteria and theme of significance.

Historic District- Petition Required.

Prior to the Commission hearing a petition in support of the application signed by at least sixty percent (60%) of the owners within the proposed district must be submitted to the Director.

Work moratorium

Except as necessary to correct an unsafe or dangerous condition, it is unlawful for anyone to carry out any activity on a proposed historic landmark or a proposed contributing resource within the boundaries of a proposed historic district while a submitted application for designation is pending, without first having obtained a Certificate of Appropriateness, if the activity is one for which a Certificate of Appropriateness would be required.

Conservation Districts

A Conservation District is an area that contains defined geographic boundaries, buildings, structures, sites, objects, or natural features with unifying characteristics or qualities. They do not qualify as Landmarks or Historic Districts due to a lack of historic integrity. Alterations to properties considered to be contributing elements of Conservation Districts may be subject to conservation district design guidelines.

An area may be recommended for designation as a conservation district by the Director, a MBPO, or fifty-one percent (51%) of the property owners within the proposed district. The recommendation must include the information required by [Section 10.86.110\(B\)](#) and verified by a qualified architectural historian or historian.

A Conservation District has either:

1. A distinctive, cohesive, and identifiable setting, architectural style, scale, or character, and/or association that makes it unique and an integral part of the City's identity; or
2. A recognized neighborhood identity with a definable physical character whose retention would contribute to the overall historic character and setting of the City.

A Conservation District may include a plan and guidelines for new construction and in-fill, alterations and additions within the district.

Certificate of Appropriateness

Once a property is designated a historic landmark or a Historic District, changes to the exterior, alterations and demolitions of structures on the property are subject to the approval of a Certificate of Appropriateness by the Director or Planning Commission.

The applicant is responsible for researching the history of the home and supplying documenting information for the Planning Commission to consider landmark determination. The attached application itemizes the information needed for submitting your application for landmark determination. A list of City- approved Historic Preservation Consultants is attached as a resource for preparing the Historic Landmark application.

If you have questions, please contact Associate Planner Angelica Ochoa, at (310) 802-5517.





CITY OF MANHATTAN BEACH
HISTORIC PRESERVATION
Chapter 10.86 MBMC

APPLICATION FOR HISTORIC LANDMARK STATUS

Address: _____

Assessor Parcel # _____

Legal description: _____

Owner Name(s): _____

Address: _____

Phone number/Email: _____

Year Built: _____

Historic Property Name _____

Original Use _____

Present Use _____

Architectural Style _____

Architect _____

Builder _____

If the structure has been moved, provide date moved and original location. _____

The application should include a detailed, descriptive narrative addressing each of the following items:

1. The assessor's parcel number and legal description of the site.
2. A description of the historic property and statement of how it qualifies under the criteria described in Section 10.86.070.
3. A detailed architectural description, enumerating the property's character-defining features, elevations, and spaces.
4. Construction chronology of the property, including history of major alterations/additions.
5. Ownership history.
6. A statement of significance describing why and how the property or feature meets the eligibility criteria of the Code including the area of significance, theme, and period of significance.
7. Current photographs and (if available) historic photographs, maps, sketches, drawings, or other descriptive material as available to support the nomination.
8. The signature of the property owner(s) or their authorized agents, if the owner is the applicant.
9. Such other information as requested by the Commission or Director.
10. References - List any documents or persons used to obtain information about the property. For documents include, name of publication, date of publication, page numbers and web link if applicable. For persons interviewed include name, address, phone, email and date(s) of interview(s).



In addition, provide any supplemental information, photographs, or documentation that may be relevant to the historic character of the property. The City of Manhattan Beach Building Permits, Manhattan Beach Public Library, Manhattan Beach Historical Society and Manhattan Beach Cultural Conservancy have many resources available for researching your home. The Planning Division has a list of references available to help in the research of your property.

Owner Signature

I, (we), _____ hereby declare under the penalty of perjury that I (we) am (are) the owner(s) of the property involved in this application and that the foregoing statements and the information submitted here with are true and correct.

Signature

Signature

Date

Date



**CITY OF MANHATTAN BEACH
APPROVED HISTORIC PRESERVATION CONSULTANTS**

Arroyo Resources

453 S. Spring St, No 801
Los Angeles, CA 90013
(213) 265-7123
Contact: Juliet Arroyo
admin@arroyoresourcesconsulting.com

Charles J. Fisher, Historian

140 S. Avenue 57
Highland Park, CA 90042
(323) 256-3593
Fax: (323) 255-0041
Contact: Charles Fisher
arroyoseco@hotmail.com
www.historian4hire.com

Chattel Inc

13417 Ventura Blvd
Sherman Oaks, CA 91423
(818) 788-7954 x3
Contact: Robert Chattel
Robert@chattel.us

Dudek

38 North Marengo Avenue
Pasadena, CA 92201
(626) 204-9800
Contact: Samantha Murray
smurray@dudek.com

GPA Consulting

231 California Street
El Segundo, CA 90245
(310)792-2690
Contact: Danielle Buzas
danielle@gpaconsulting-us.com

Heritage Architecture & Planning

633 Fifth Avenue
San Diego, CA 92101
(619) 239-7888
Contact: Marshall, David
heritage@heritagearchitecture.com

Historic Preservation Services LLC

725 West Hillcrest Blvd.
Monrovia, CA 91016
(626) 249-0054
Contact: Daniel Ryan
danryan@historicpreservationservices.net

IS Architecture

5649 La Jolla Blvd.
La Jolla, CA 92037
(858)456-8555
Contact: Marissa Feliciano
info@isarchitecture.com
marissa@isarchitecture.com

Jenna Snow

P.O Box 352297
Los Angeles, CA 90035
(323) 317-3297
jenna@preservingbuildings.com

Kaplan Chen Kaplan

2526 18th Street
Santa Monica, CA 90405
(310)452-7505
Contact: Kaplan, David
david@kckarchitects.com

Page & Turnbull

417 S Hill St Suite 211
Los Angeles, CA 90013
(213) 221-1200
Contact: Flora Chou
Chou@page-turnbull.com

Rincon Consultants Inc

250 E 1st St, Suite 301,
Los Angeles, CA 90012
(562) 676-5485
Contact: Shannon Carmack
scarmack@rinconconsultants.com

Sapphos Environmental, Inc.

430 N. Halstead Street
Pasadena, CA 91107-3124
(626) 683-3547 x102
Fax: (626) 683-3548
Contact: Carrie Chasteen & Eileen Donovan
edonovan@sapphosenvironmental.com
cchasteen@sapphosenvironmental.com
www.sapphosenvironmental.com

SWCA Environmental Consulting

150 S. Arroyo Parkway, 2nd floor
Pasadena, CA 91105
(626) 240- 0587 x6610
(626) 240-0607
Contact: Nelson White
nwhite@swca.com
www.swca.com

