



HISTORIC LANDMARK NOMINATION APPLICATION

[\(HBMC Chapter 17.53 Historic Preservation\)](#)

The City's historic resources preservation program established in 1998 encourages property owners of historically significant structures or sites to voluntarily apply for local landmark status. A property owner or the City are the only entities that may nominate the designation of an individual property, building, or structure as a Historic Landmark, by submitting the Historic Landmark Nomination Application. The application must have the property owner's written consent.

Only complete applications will be accepted. The Planning Division reserves the right to reject any application based on insufficient information or to request additional information for 30 days after the submittal.

Nomination Process (HBMC Sections [17.53.090](#) and [17.53.100](#))

Once the application is deemed complete by the Planning Division, no building, alteration, demolition, removal, or relocation permits for any historic resource, improvement, building or structure relative to a proposed landmark shall be issued until a final determination is made regarding the proposed designation. Staff will schedule a public hearing before the City Council to study the proposed designation and to determine its eligibility and qualifications. The Council has no more than 70 days from the initial hearing date to approve, in whole or in part, or disapprove the designation.

Landmark Designation

After the City Council designates the property as a Historic Landmark, the property will be listed on a register of landmarks. All appropriate City departments will be notified of the designation of the landmark to incorporate the notice of designation into its records. Pursuant to HBMC Section 17.53.140, any modification to a property listed on the City's register of landmarks will require a Certificate of Appropriateness, unless otherwise exempted.

Fee Waiver Policy

The City may approve a maximum of two (2) Historic Resources Nomination applications per Fiscal Year, using fee waivers. The waivers are as follows:

1. For each application, the City will waive 90% of the following fees, up to a maximum of \$10,000 total:
 - a. Historic Resources Review, Nomination/Application Fee
 - b. Legal Public Hearing Noticing with a 300-foot radius Fee
 - c. Required Categorical Exemption of the California Environmental Quality Act (CEQA)
 - d. City Records Technology System Fee
 - e. Outside consultant's review, as procured by the City, to assist City staff in its review of the Historic Landmark Nomination designation appropriateness, and recommendation to the Planning Commission and/or City Council.



SITE ADDRESS OR LOCATION:		
ASSESSOR'S PARCEL NUMBER:		
LEGAL DESCRIPTION:		
APPLICANT/COMPANY NAME:		
Mailing Address:		
City, State, Zip Code:		
Phone (1):	Phone/Fax (2):	
Email:		
PROPERTY OWNER NAME: <i>(Not prospective owner in escrow)</i>		
Mailing Address:		
City, State, Zip Code:		
Phone (1):	Phone/Fax (2):	
Email:		
PROPERTY INFORMATION:		
Year built:	Does the property meet the minimum eligibility requirement in HBMC Section 17.53.080 ?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Historic Property Name:		Architectural Style:
Original Use:		Architect:
Present Use:		Builder:
Has the structure been moved? Yes <input type="checkbox"/> No <input type="checkbox"/>		
If yes, list the date and previous location:		



City of Hermosa Beach

Community Development Department | Planning Division

1315 Valley Drive, Hermosa Beach, CA 90254

o: 310-318-0242 e: planning@hermosabeach.gov

Office Hours: Monday – Thursday 7:00 AM – 6:00 PM

HBMC Section 17.53.060 Landmark designation criteria An historic resource may be designated a landmark, pursuant to Sections [17.53.070](#) through [17.53.120](#) of the Hermosa Beach Municipal Code, if it meets one or more of the following criteria (select all that apply):

- A. It exemplifies or reflects special elements of the City's cultural, social, economic, political, aesthetic, engineering, or architectural history; or
- B. It is identified with persons or events significant in local, state, or national history; or
- C. It embodies distinctive characteristics of a style, type, period, or method of construction, or is a valuable example of the use of indigenous materials or craftsmanship; or
- D. It is representative of the notable work of a builder, designer, or architect; or
- E. Its unique location or singular physical characteristic(s) represents an established and familiar visual feature or landmark of a neighborhood, community, or the City.

Please respond to the following questions (attach additional sheets if necessary):

1. Provide a construction chronology of the property, including history of major alterations/additions:

2. List ownership history:



Written Statements

This section allows you to discuss at length the significance of the proposed monument and why it should be designated Historic Landmark. Type your response on separate documents and attach them to this form.

- A. **Proposed Monument Description.** Describe the proposed monument's physical characteristics and relationship to its surrounding environment. Expand on the construction/alteration history in detail. Identify and describe any character-defining elements, structures, interior spaces, or landscape features.
- B. **Statement of Significance.** Provide a brief description of the history property and a statement of how the property meets each of the selected significance criteria. You must support your argument with substantial evidence and analysis. The Statement of Significance is your main argument for designation.

Application Checklist

- 1. Nomination Form
- 2. Written Statements A and B
- 3. Bibliography
- 4. Current photographs and (if available) historic photographs, maps, sketches, drawings, or other descriptive material as available to support the nomination
- 5. Copies of Primary/Secondary Documentation
- 6. Copies of Building Permits for Major Alterations

ACKNOWLEDGEMENTS
1. I certify that to, the best of my knowledge, the information in this application and all plans and submittals are true, accurate and correct; this application is made with my consent; and misrepresentation of information may invalidate development entitlements granted by the City.
2. I hereby authorize employees of the City of Hermosa Beach to enter upon the subject property, as necessary to enable the City to process this application and upon providing reasonable notice, to inspect the premises and post public hearing notices.
3. I understand that all information of any type pertaining to this application is public information and may be uploaded to the Internet in a portable document format (PDF) as part of an agenda packet for Planning Commission or City Council meetings. Any information that I believe is proprietary or should not be viewed by the public is clearly designated; however, and notwithstanding, I understand such information may be subject to disclosure under the California Public Records Act (Government Code section 6250 et seq.).



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SIGNATURE(S): I hereby certify that I have read, understand, and agree with all of the Acknowledgements above.

Applicant

Signature:

Print:

Date:

Owner

Signature:

Print:

Date:

Other

Signature:

Print:

Date: