

Council Meeting of
December 12, 2006

PUBLIC HEARING

Honorable Mayor and Members
of the Torrance City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: Community Development Department – Consideration to adopt a Resolution to establish a fee associated with the parking of Oversized Vehicles, Trailers, and Recreational Vehicles on Public Streets.

RECOMMENDATION

The Community Development Director recommends that the City Council conduct the public hearing, review the staff report, the Oversized Vehicle Parking Permit Fee Letter Report and adopt the attached Resolution establishing fees associated with the parking of Recreational Vehicles, Trailers, and Oversized Vehicles on public streets in accordance with Torrance Municipal Code Section 61.12.080 – *Oversized Vehicle Parking Permits – Fees*.

Funding
none

BACKGROUND

On August 22, 2006, Your Honorable Body adopted Ordinance No. 3686, which was presented by staff from the Community Development Department, Police Department, and City Attorney's Office, to address concerns raised by the public about the on-street parking and storage of oversized vehicles, trailers and recreational vehicles (OV's).

As outlined in the August 22nd item, an Oversized Vehicle shall mean any vehicle, as defined by 670 of the California Vehicle Code (CVC), or combination of vehicles which exceed 20 feet in length, 7 feet in width, or 8 feet in height, exclusive of projecting lights or devices allowed by Section 35109 or 35110 of the CVC. Oversized Vehicle does not include pick up trucks or sport utility vehicles that are less than 25 feet in length and 82 inches in height.

The ordinance allows Torrance residents to acquire up to 96 daily parking permits per year and visitors with a maximum of 30 daily parking permits per year. Approved OV parking permits do not supersede any current Torrance Municipal Code (TMC) or CVC restrictions.

Ordinance No. 3686 was adopted by Council at the August 22, 2006 meeting. A request was made from Your Honorable Body to return with a fee study to establish fees associated with the implementation of the OV's permit parking program.

ANALYSIS

At the August 22, 2006 City Council meeting, Ordinance No. 3686 provided the establishment of a fee that will be set by Resolution of the City Council for the registration and permit parking of Oversized Vehicles. Comments from the public indicated that some residents use their OV's more often than others. As a result of comments from residents and Council, staff was directed to consider a fee program with various permitting options.

Staff contracted with Albert Grover and Associates (AGA) to conduct a fee study based on key parameters set by the City. As directed by Council, staff recommended that AGA explore a tiered fee structure program.

As part of their report, AGA surveyed multiple cities for programs, fees, procedures and policies. AGA also updated the survey of nearby storage facilities for availability, pricing structure and services provided. Upon completion of their study, AGA completed the Oversize Vehicle Parking Permit Fee Letter Report, Attachment B, with the recommended fee structure outlined in Table 1. This fee structure provides the City with the option to adopt the fee structure as outlined in Table 1 or opt to approve the more desirable components of the options outlined in Table 1.

TABLE 1 – FEE STRUCTURE

\$25	Registration only
\$45	Registration plus 24 One-Day Permits
\$75	Registration plus 48 One-Day Permits
\$125	Registration plus 96 One-Day Permits
\$10	One-Day Permit for Residents
\$15	One-Day Permit for Visitors

For those residents who own oversized vehicles, trailers and recreational vehicles, registration applications are available and being accepted at the Community

Development Department. Upon approval of the fee Resolution, staff will begin collecting the fees and distributing the registration stickers to Torrance residents.

The Community Development Department would anticipate that the registration process would generate approximately \$225,000 to \$300,000 the first year depending on the number of registrations in combination with the number of daily permits that might be requested. Staff will submit to Your Honorable Body supplementary material which will breakdown the costs in more detail.

Respectfully submitted,

JEFFERY W. GIBSON
COMMUNITY DEVELOPMENT DIRECTOR

By *Ted Semaan*
Ted Semaan, Manager
Transportation Planning, Development
Engineering and Records Division

Concur:

Jeffery W. Gibson
Jeffery W. Gibson
Community Development Director

LeRoy J. Jackson
LeRoy J. Jackson
City Manager

Attachments:

- A. Resolution
- B. Oversized Vehicle Parking Permit Fee Letter Report
- C. Proof of Publication and Notification

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE IMPOSING FEES FOR THE PARKING OF OVERSIZED VEHICLES AND TRAILERS ON PUBLIC STREETS**

WHEREAS, in 2004 staff commenced public workshops to resolve issues surrounding complaints against oversized vehicles, recreational vehicles, and trailers being stored on public streets; and

WHEREAS, staff has conducted multiple public workshops that included community meetings, Traffic Commission meetings, and City Council meetings; and

WHEREAS, on September 12, 2006 the City Council of the City of Torrance adopted Ordinance No. 3686 relating to Oversized Vehicles and Trailers; and

WHEREAS, the Community Development Department hired Albert Grover and Associates to assist staff in establishing an appropriate fee for the registration and permitting of oversized vehicles and trailers on public streets; and

WHEREAS, the City has authority under Article 11 section 7 of the California Constitution to adopt and enforce within its limits ordinances regarding the health, safety, and welfare of the public that are not in conflict with general laws; and

WHEREAS, the City also has authority under § 22507 of the California Vehicle Code to adopt and enforce ordinances that prohibit or restrict the stopping, parking, or standing of oversized vehicles and trailers; and

WHEREAS, the Community Development Department and the Torrance Police Department will be responsible for managing the oversized vehicles and trailers; and

WHEREAS, the Torrance Police Department Parking Enforcement Team will be responsible for field work; and

WHEREAS, a fee study for the costs is attached as Exhibit A to this Resolution; and

NOW THEREFORE, the City Council of the City of Torrance does hereby resolve as follows:

Registration Only	\$25.00
Registration plus 24 One-day Permits	\$45.00
Registration plus 48 One-day Permits	\$75.00
Registration plus 96 One-day Permits	\$125.00
One-Day Permit for Residents	\$10.00
One-Day Permit for Visitors	\$15.00

INTRODUCED, APPROVED AND ADOPTED this twelfth day of December 2006.

ATTEST:

Frank Scotto, Mayor of the City of Torrance

Sue Herbers, City Clerk of the City of Torrance

APPROVED AS TO FORM:

JOHN L. FELLOWS III
City Attorney

By _____
Ronald T. Pohl
Assistant City Attorney



November 14, 2006

Mr. Ted Semaan
Transportation/Traffic Manager
City of Torrance
3031 Torrance Boulevard
Torrance, California 90503-2970

NOV 20 2006

RE: Oversize Vehicle Parking Permit Fee Letter Report

Dear Ted:

Albert Grover & Associates (AGA) is pleased to present to you this Letter Report discussing various factors that were analyzed to develop appropriate registration and permit fees for residents and visitors wishing to park oversize vehicles on City streets, in accordance with the recently adopted Oversize Vehicle Ordinance. A cascading fee schedule has been developed, and is based on recovering the cost of the administrative expenses which may be incurred to implement and ensure continued compliance with the ordinance.

In developing background information, AGA conducted a survey of nearby and/or similar size cities to determine the oversize vehicle parking permit fees that are assessed in those cities. Of the seventeen cities contacted, none charge a registration fee and only three charge a fee for daily permits. The Cities of San Pedro and Cypress both charge \$10 for a one-day permit, and the City of Davis charges \$12 for a one-day permit (one day being 24 hours). The City of Riverside charged a fee at one time but found it was not cost effective, so the fee was abolished. The rest of the cities contacted do not charge a fee or issue paper permits. A phone call to the police department is all that is required to obtain a permit.

Additional background information developed relates to fees charged for storage of oversize (and other) vehicles on privately owned storage lots. In the Torrance area, fees charged range from a low of \$76 per month to a high of \$369 per month (generally, these fees are determined by the size of the vehicle and whether indoor or outdoor storage is provided).

TRANSPORTATION CONSULTING ENGINEERS

211 E. Imperial Hwy., Suite 208, Fullerton, CA 92835

(714) 992-2990 FAX (714) 992-2883 E-Mail: aga@albertgrover.com

Mr. Ted Semaan
 November 14, 2006
 Page 2

To assist in developing appropriate oversize vehicle permit/parking fees based on the cost of recovering administrative expenses, City staff provided the following data:

1. There are approximately 5,000 vehicles belonging to residents of the City of Torrance which fit the description of an oversize vehicle.
2. The burdened hourly rate for an Account Clerk at the City of Torrance is approximately \$35.00 per hour; the annual cost of a parking enforcement officer is approximately \$75,000. An estimate of the percentage of the time needed for registration and enforcement was used to calculate costs.
3. The average amount of time it takes to set up a master billing file (i.e., registration for an oversize vehicle) is 15 minutes, and to prepare/mail an invoice for either an annual registration or a daily permit is 5 minutes.

It is assumed that the average oversize vehicle owner will require an one-day parking permit for six separate usages per year, and that each usage will consist of a maximum of three days (three 24 hour periods) to pack/load prior to the usage, and three days the unpack/clean up after the usage. This would result in a need to acquire 36 one-day (24 hour) permits per year. The maximum number of one-day parking permits allowed by ordinance is 96 per year.

Administrative costs to administer the one-day parking permit program consist of three components: 1) upfront costs to develop the program/ notifications/forms, etc.; 2) daily, ongoing administrative expenses; and, 3) enforcement expenses. Upfront costs are estimated as follows:

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|--|---------|
| ◆ Develop a form letter informing all residents of the new law (includes staff time by Planning Department to develop the letter, Police Department review, City Attorney review, etc.). | \$2,000 |
| ◆ Develop an Application Form for Registration to be filled out (includes staff time to develop the letter, review by City Attorney, etc.). | \$2,000 |
| ◆ Develop/design a Registration Sticker (including a form letter accompanying the sticker). | \$1,000 |

Daily, ongoing administration expenses include both the cost to register an oversize vehicle, a procedure that will need to occur annually for each oversize vehicle, and the cost to issue individual (or groups of) one-day parking permits.

The following process was used to determine the administrative cost to register an oversize vehicle. The Account Clerk's burdened hourly wage of \$35.00 was divided

Mr. Ted Semaan
November 14, 2006
Page 3

by 60 (minutes), which equals \$0.58 per minute. That amount was multiplied by 20 (15 minutes plus 5 minutes – the amount of time it takes to process each registration) for a total of \$11.68. Next, the cost of printing form letters and applications is approximately \$0.03 each, window envelopes are approximately \$0.06 each, and imprinted return envelopes are approximately \$0.09 each. Assuming that a form letter, application, and return envelope are included in the first mailing, plus \$0.39 postage, the cost of materials will be approximately \$0.57 each. Using the same costs for mailing out registration stickers and assuming that a letter will accompany each sticker, and utilizing a per sticker cost of \$0.25, the cost for mailing out the stickers is approximately \$0.75. By adding \$11.68 in wages, \$0.57 for the first mailing, and \$0.75 for the second mailing, the approximate cost to process each registration is approximately \$13.00.

Residents will obtain one-day permits from three different sources: via the City's Web site, by calling Police Department, or in person at Police Department. The request and payment for each permit will be entered into the database immediately. The goal is for this process to be entirely paperless; consequently, the cost in time and materials will be minimal.

The cost for enforcement is difficult to determine because residential neighborhoods are already patrolled regularly. In addition, neighbors are generally quick to report problems, so increased patrols are not necessary. It is anticipated that additional man hours and cost for enforcement of the ordinance will be minimal, and after an initial "break-in" period, could actually decrease when compared to the current enforcement cost.

In addition to the registration fees and one-day permit fees to be charged to residents, the ordinance allows for one-day parking permits for visitors. Because of the one-time nature of these usages, and because registration/permit functions are combined as one for visitor one-day parking permits, the administrative cost of visitor permits is greater than the administrative cost of resident permits. Additionally, residents should not be required to subsidize non-residents relative to one-day parking permits.

It is expected that many residents will opt to register their oversize vehicles and obtain a certain number of one-day parking permits at the same time, thereby relieving them of the need to deal with this issue on an as needed basis. Therefore, a fee covering both registration and a number of one-day permits has been included.

Mr. Ted Semaan
November 14, 2006
Page 4

Based on all of the above, the following chart lists suggested charges for a variety of options based upon the known costs and factoring in possible unknown costs:

\$25	Registration only
\$45	Registration plus 24 One-Day Permits
\$75	Registration plus 48 One-Day Permits
\$125	Registration plus 96 One-Day Permits
\$10	One-Day Permit for Residents
\$15	One-Day Permit for Visitors

Should you have any questions, please feel free to contact me.

Respectfully submitted,

ALBERT GROVER & ASSOCIATES



Rob Kuehn
Director of Project Development

cc: Jill Crump

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**Survey of Oversize Vehicle
Parking Permit Fees**

Survey of Oversize Vehicle Parking Permit Fees

City	Fee
City of Bellflower	Free
City of Buena Park	No permit required
City of Claremont	Free
City of Cypress	\$10 for one-day permit
City of Davis	\$12 for one-day permit
City of Fullerton	Free
City of Glendale	Free
City of Glendora	Free
City of Irwindale	No permit required
City of La Habra	Free
City of Monterey Park	Free
City of Norwalk	No permit required
City of South Pasadena	Free
City of Riverside	Free
City of San Bernardino	No permit required
City of San Pedro	\$10 for one-day permit
City of San Jose	No permit required

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**Surveys of Oversize Vehicle
Storage Facilities**

**City of Torrance
Oversize Vehicle Storage Facility Cost and Availability Survey**

Name	Address	City	Phone	# of Spaces	Storage	Price	Available Spaces	Notes
A&M Storage	15206 Grevillea Ave.	Lawndale	973-0073	95	28'-34'	\$125-\$175 per month	3	
Best Storage	23529 S. Figueroa St	Carson	835-9778	97	18'-42'	\$5.00/ft, \$90 min.	3	
Freeway Center U-Stor	416 W. 168th	Carson	327-0844	70	18'-45'	35' for \$135/mo.	1	
Rebel Mini Storage	20501 S. Main St.	Carson	327-1840	25	20'-30'	\$4.50/ft, \$95 min.	20	
California Storage Masters	1921 E. Maple Ave.	El Segundo	4149294	500	varied	approx \$140 per month	10	
Storage USA	1017 El Segundo Blvd.	El Segundo	615-1042	54	20'	\$199 per month	5 (covered)	
Ace Self Storage	740 W. 190th Street	Gardena	538-5233	*	16'-60'	\$76-\$300 per month	*	
Storage USA	219 E. Alondra Blvd	Gardena	532-9648	54	20' max	\$121 per month	2	
Storage USA	17510 S. Figueroa St.	Gardena	515-4720	23	20' max	\$95 per month	0	
Harbor City Mini-Storage	24500 S. Normandie	Harbor City	326-5146	*	50' max	25'/\$95; 40'/\$145; 50'/\$185	Full	
Us Storage	1239 W. 257th St.	Harbor City	534-4452	26	15'-25'	\$125-\$160 per month	0	
Us Storage	14680 Aviation Blvd.	Hawthorne	536-7100	29	16'-40'	\$150-\$288	0 waiting lists	
Mini Storage	3701 Inglewood Ave.	Redondo Beach	536-0000	17	20'	\$90 per month	0	
Us Storage	1415 Hawthorne Blvd.	Redondo Beach	370-2383	86	30'	\$155 per month	11	
In-Storage	2321 Abalone Ave.	Torrance	328-2500	80 i/o	40' max indoor; 35' max outdoor	outdoor 159/ indoor 369	11	(1) indoor 12x40; (10) outdoor 10x20
Magellan	4320 W. 190th St.	Torrance	370-7300	48	45' max	25'/\$170; 30'/\$195; 45'/\$219	4	
South Bay Storage	4011 Spencer St.	Torrance	371-7953	140	20'-33'	\$130-\$175 per month	0	
Stor Quest	20428 Earl Street	Torrance	371-1355	8	28'	\$125 per month	0	
The Empty Attic	736 W. Del Amo Blvd	Torrance	324-5185	110	20'-40'	\$80-\$155 per month	2	
Torrance Self Storage	2515 Maricopa St.	Torrance	618-8900	12	22'-35'	\$135 per month	4	
Us Storage	23711 Crenshaw Blvd.	Torrance	517-0200	170	25'-40'	\$201-\$259 per month	12	
Wesco Self Storage	19106 S. Normandie	Torrance	538-2764	121	20'-35'	\$150-\$350 per month	0	
			Total:	1,765			88	

* Information unavailable as of September 28, 2006

City of Cerritos

Recreational Vehicle Storage Facility Cost and Availability Survey							
Name of Facility	Address	City	Phone	Low	High	Average	Availability
A Place to Park	12314 Woodruff Ave.	Downey	(562) 803-1615	\$65.00	\$120.00	\$92.50	Y
AAA Affordable RV Storage	517 S. Broadway	Santa Ana	(714) 835-6099	\$50.00	\$65.00	\$57.50	
Ace Self Storage	740 W. 190th St.	Garden Grove	(310) 329-7100	\$95.00	\$195.00	\$145.00	Y
Affordable RV	8839 Park St.	Bellflower	(562) 633-3171	\$70.00	\$140.00	\$105.00	Y
Allstate Self Storage	5900 Esperanza Ave.	Whittier	(562) 692-8687	\$55.00	\$149.00	\$102.00	Y
Anaheim RV Roost	2222 E. Howell Ave.	Anaheim	(714) 635-1094	\$60.00	\$95.00	\$77.50	
Anaheim RV Storage	2719 W. Lincoln Ave.	Anaheim	(714) 828-7867	\$100.00	\$290.00	\$195.00	Y
Anaheim RV Storage	1761 W. Katella Ave.	Anaheim	(714) 563-9700	\$79.00	\$149.00	\$114.00	
Anaheim RV Storage	10000 Beverly Blvd.	Pico Rivera	(562) 695-8085	\$62.00	\$117.00	\$89.50	Y
Beverly RV Storage	7420 Bolsa Ave.	Westminster	(714) 799-0707	\$80.00	\$120.00	\$100.00	
Bolsa Mini & RV Storage	7498 Garden Grove Blvd.	Westminster	(714) 895-7800	\$85.00	\$300.00	\$192.50	Y
Central RV Storage	10753 Artesia Blvd.	Cerritos	(562) 865-5128	\$65.00	\$130.00	\$97.50	Y
Cerritos Mini Storage	10755 Artesia Blvd.	Cerritos	(562) 860-0115	\$94.00	\$218.00	\$156.00	Y
Cerritos RV and Boat Storage	7581 Chapman Ave.	Garden Grove	(714) 799-9338		\$130.00	\$130.00	Y
Chapman RV Storage	7615 Chapman Ave.	Garden Grove	(714) 373-4771	\$90.00	\$300.00	\$195.00	Y
Chapman RV Storage, Inc.	4160 Cherry Ave.	Long Beach	(562) 595-1461	\$109.00	\$199.00	\$154.00	Y
Cherry & Carson RV Storage	11345 Slater Ave.	Fountain Valley	(714) 545-1703		\$116.00	\$116.00	
Fountain Valley Self Storage	326 S. Harbor Blvd.	Santa Ana	(714) 839-9322	\$50.00	\$90.00	\$70.00	Y
Harbor RV Storage	4656 Lincoln Ave.	Cypress	(714) 826-4272	\$65.00	\$130.00	\$97.50	Y
Hyatt RV	16401 Puma Ave.	Cerritos	(562) 924-7870	\$77.00	\$250.00	\$163.50	Y
Ironwood RV Storage	551 E. Lambert Rd.	La Habra	(562) 691-3392	\$70.00	\$110.00	\$90.00	Y
Lambert RV & Self Storage	280 N. Sullivan St.	Santa Ana	(714) 543-9966	\$42.00	\$105.00	\$73.50	Y
Orange County Self Storage	760 N. Batavia St.	Orange	(714) 744-6390	\$100.00	\$200.00	\$150.00	
Orange RV Stables	16703 Pioneer Blvd	Artesia	(562) 924-1583	\$55.00	\$85.00	\$70.00	
Pioneer RV Storage	1856 Cherry Ave.	Long Beach	(562) 438-0444	\$99.00	\$126.00	\$112.50	Y
Pouch Self Storage	14017 S. Vermont Ave.	Gardena	(310) 686-8021	\$115.00	\$145.00	\$130.00	Y
Regions Aardvard RV Storage	167 S. Brookhurst Rd.	Fullerton	(714) 738-4669	\$70.00	\$90.00	\$80.00	
Reliable RV Storage	11908 Bloomfield Ave.	Santa Fe Springs	(562) 863-5544	\$50.00	\$100.00	\$75.00	
Santa Fe Springs Storage	999 E. Lamber Rd.	La Habra	(714) 526-5335	\$125.00	\$235.00	\$180.00	Y
Shurgard Storage Center	13555 Excelsior Dr.	Norwalk	(562) 921-8231		\$215.00	\$215.00	Y
STC Storage	12737 Garvey Ave.	Baldwin Park	(626) 962-9800	\$115.00	\$135.00	\$125.00	Y
Storage USA	16790 S. Harbor Blvd.	Santa Ana	(714) 775-7900	\$160.00	\$270.00	\$215.00	Y
Wilson RV Storage						\$123.94	22
Average Storage Cost							

Daily Breeze5215 TORRANCE BLVD * TORRANCE CALIFORNIA 90503-4077
(310) 543-6635 * (310) 540-5511 Ext. 396**PROOF OF PUBLICATION**
(201 5.5 C.C.P.)

STATE OF CALIFORNIA

County of Los Angeles,

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of the THE DAILY BREEZE

a newspaper of general circulation, printed and published _____

in the City of Torrance
County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of County of Los Angeles, State of California, under the date of _____June 10, 1974Case Number SWC7146

that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement there of on the following dates, to-wit

Dec. 1,all in the year 2006

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at TorranceCalifornia, this 1 Day of Dec. 2006

Signature

This space is for the County Clerk's Filing Stamp

COUNTY CLERK

2006 DEC -4 PM 3:36

CITY OF TORRANCE

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DB 12-13

CITY OF TORRANCE
NOTICE OF
PUBLIC HEARING**Establishment of a Registration and Permit Fee for the**
On-street Parking of Oversized Vehicles**City Council Meeting**
December 12, 2006 7:00 p.m.
City Council Chambers
3031 Torrance Boulevard

The City of Torrance invites you to attend the City Council Meeting where a public hearing will be held to adopt a resolution to establish a fee for the registration and permitting of on-street parking of oversized vehicles. Staff will present a resolution with the fee study and receive additional feedback from the public regarding the fee related to on-street parking of oversized vehicles, recreational vehicles, and trailers.

Registration Applications will be available at the Torrance Police Department, Community Development Department and on the City of Torrance website www.tornet.com.If you cannot attend and would like to convey your views on this matter, please send any correspondence to Ted Semaan, Transportation Planner of the Community Development Department or you may e-mail your comments to cddtraffic@tornet.com and they will become part of the official record. Should you have any questions about the meeting, please call the Transportation Planning Division of the Community Development Department at (310) 618-5990.**City Council**
Frank Scotto
MayorTom Brewer
Gene Drevno
Pat McIntyrePaul M. Nowatka
Bill Sutherland
Hope WitkowskyCity of Torrance
Community Development Department
3031 Torrance Boulevard
Torrance, California 90509-2970

Pub.: December 1, 2006.

DEC 06 2006

CITY OF TORRANCE

NOTICE OF PUBLIC HEARING

Establishment of a Registration and Permit Fee for the On-street Parking of Oversized Vehicles

**City Council Meeting
December 12, 2006 7:00 p.m.
City Council Chambers
3031 Torrance Boulevard**

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City Council

Frank Scotto

Mayor

Tom Brewer
Gene Drevno
Pat McIntyre

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Hope Witkowsky



City of Torrance
Community Development Department
3031 Torrance Boulevard
Torrance, California 90509-2970