

MINUTES OF THE MEETING OF THE  
**CULTURAL HERITAGE COMMISSION**

CITY OF SOUTH PASADENA

**Thursday June 18, 2020 at 6:30 P.M.**

AMEDEE O. "DICK" RICHARDS, JR. CITY COUNCIL CHAMBERS  
1424 MISSION STREET

**ROLL CALL**

The meeting convened at: 6:33 pm

Commissioners Present: Mark Gallatin - Chair, Rebecca Thompson – Vice-Chair, Kristin Morrish, and Steven Friedman

Commissioners Absent: William Cross

Staff Present: Joanna Hankamer, Planning Director  
Kanika Kith, Planning Manager  
Malinda Lim, Associate Planner  
Aneli Gonzalez, Management Intern

City Council Liaison: Marina Khubesrian, M.D. absent

**APPROVAL OF AGENDA**

Planning Manager Kith requested for the Rialto Theater item be moved first on the agenda.

Motioned by Commissioner Thompson and seconded by Commissioner Friedman

Approved 4-0

**DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

Chair Gallatin – No  
Vice-Chair Thompson - No  
Commission Friedman - No  
Commissioner Morrish – No

**PUBLIC COMMENTS AND SUGGESTIONS**

None

**PRESENTATIONS**

1. None

## PUBLIC HEARING

### 2. 1024 Indiana Avenue/Project No. 2233-COA – Certificate of Appropriateness for an addition to the home, a new attached carport, and the demolition of accessory structures. (Continued)

**Recommendation:**

Continue to Cultural Heritage Commission meeting on July 16, 2020.

**Decision:**

Commissioner Morrish: Made a motion to CONTINUE to the next meeting.

Commissioner Friedman: Seconded the motion.

**Motion carried 4-0 to continue the project.**

## DISCUSSION ITEMS

### 3. Rialto Building – Update on exterior repairs/restoration.

**Recommendation:**

Receive and file.

**Presentation:**

Planning Manager Kith informed the Commission that Friends of the Rialto was working with the landlord on the exterior renovations and selected the paint color for the marquee sign. Planning Manager Kith played the presentation by Escott Norton from Friends of the Rialto and informed the Commission that the applicant and architect were present at the meeting to answer any questions from the Commission.

**Public Comments:**

None

**Questions for the Applicant:**

Vice-Chair Thompson inquired about the colors for the stucco, blade border, and window repairs status. Commissioner Friedman questioned whether the north facing building wall was recently painted. Commissioner Morrish inquired about the installation of the neon sign and when the church would move in, and commented that she liked the improvements.

Chair Gallatin commended the applicant on the exterior improvements and inquired about possible interior work being conducted.

The applicant answered the questions from the Commission.

The Commission stated that there was work being done without following the Historic Structure Report and without proper permits.

Staff informed the Commission that they will investigate the work being conducted and will update the Commission.

4. **637 Meridian Avenue – Revocation or Modification of the Certificate of Appropriateness for Project No. 2232-COA and to De-List the property (Continued)**

**Recommendation:**

Approve a modification to the Certificate of Appropriateness with revised conditions.

**Presentation:**

Planner Lim gave a PowerPoint of the project and Planning Manager Kith informed the Commission that the applicant and architectural historian were present at the meeting to answer any questions from the Commission and that she'd need to recuse herself.

**Public Comments:**

None

**Questions for Staff:**

The Commission inquired about the fireplace and chimney location, previously discussed revisions, northern elevation window, and brick options. They also inquired if Staff had confirmed with the applicant regarding the conditions and recommendations. Staff answered all questions from the Commission.

Vice-Chair Thompson questioned if the unusable fireplace was a character-defining feature of the house. The architectural historian responded that only the exterior chimney had historical significance and did not need to have a functional fireplace.

Commissioner Friedman listed changes from the original Certificate of Appropriateness and wanted confirmation from the Chair if he did review and approve them. The Chair confirmed those were the changes he verbally agreed to before the lockdown occurred. Commissioner Friedman also asked the architectural historian if the modifications to the house would still enable the property to be a contributor to the historic district. The architectural historian responded that it was something for the Commission to consider.

**Questions for the Applicant:**

The applicant did not have a presentation but was available to answer questions from the Commission.

Commissioner Morrish inquired if the original bricks will be used. The applicant informs the Commission that similar bricks will be used.

**Commissioner Discussion:**

The Commission discussed brick versus brick veneer usage, Condition P-9 for a 5-year moratorium, northern elevation windows, and proposed floorplan changes in the future.

**Decision:**

Commissioner Friedman: Made a motion to APPROVE the modification to the Certificate of Appropriateness as outlined with changes to Condition P-9 be contingent on verifiable code complaints.

Commissioner Morrish: Seconded the motion.

Motion carried 4-0 to approve the modification to the project.

Planning Manager Kith rejoined the meeting.

5. 1132 Fairview Avenue/Project No. 2289-COA-Certificate of Appropriateness for the conversion of the attic into a second story living space requiring modification to the existing roof and house (Continued)

**Recommendation:**

Approve, subject to conditions of approval.

**Presentation:**

Consultant Planner Nick Pergakes gave a PowerPoint of the project and Planning Manager Kith informed the Commission that the applicant was present at the meeting to answer any questions from the Commission.

**Public Comments:**

None

**Questions for Staff:**

Chair Gallatin commented that the north elevation windows were still shown as fixed windows but should be casement windows. The applicant stated that she would make the correction. Chair Gallatin also asked for clarification whether the wood shingles for the dormers would match the existing. The applicant confirmed that they will.

**Questions for the Applicant:**

The applicant did not have a presentation but was available to answer questions from the Commission.

Vice-Chair Thompson asked for clarification why shiplap was proposed for one dormer while shingles were proposed for the other dormer. The applicant responded that it was a drafting error and confirmed that both dormers would have wood shingles.

**Decision:**

Commissioner Morrish: Could make all mandatory findings and project findings 1, 4, and 7. Made a motion to APPROVE the project subject to the conditions of approval with the following added conditions:

- Revision to the northern elevation for windows E & F to show casement and direction of swing,
- For a Chair Review, add a note that the wood shingles on the dormers would have different pattern from existing
- Fix the plans from shiplap to wood shingles on the dormers

Commissioner Gallatin: Seconded the motion.

Motion carried 4-0 to approve the project.

6. 1030 Brent Ave/Project No. 2238-COA – Certificate of Appropriateness for the conversion of an unpermitted patio cover into habitable space.

**Recommendation:**

Continue to Cultural Heritage Commission meeting on July 16, 2020.

**Public Comment:**

Two comment received which will be included in the July 16, 2020 staff report for the project.

**Decision:**

Chair Gallatin: Made a motion to CONTINUE to the next meeting.

Commissioner Morrish: Seconded the motion.

**Motion carried 4-0 to continue the project.**

## DISCUSSION ITEMS

7. **335 Monterey Road – Intent to request a Mills Act contract for the property, which is a City Historic Landmark No. 47**

**Recommendation:**

Appoint a subcommittee to review the request.

**Presentation:**

Management Intern Aneli provided a verbal presentation.

**Questions for Staff:**

Commissioners inquired from Staff regarding the Mills Act application. Planning Manager Kith answered questions from the Commission and informed the Commission the scheduling for the Mills Act applications received.

**Commission Discussion:**

Commissioners Thompson and Friedman volunteered to be part of the sub-committee for this item.

**Decision:**

Commissioner Morrish: Motions to appoint a sub-committee consisting of Vice-Chair Thompson and Commissioner Friedman.

Commissioner Gallatin: Seconded the motion.

**Motion carried 4-0.**

8. **704 Meridian Avenue – Intent to request a Mills Act contract for the property, which is located in the North of Mission Historic District.**

**Recommendation:**

Appoint a subcommittee to review the request.

**Presentation:**

Management Intern Aneli provided a verbal presentation.

**Questions for Staff:**

The Commission inquired the intent of the property modifications, siding restoration, and refinish exterior paint. Planning Manager Kanika answered questions from the Commission.

**Commission Discussion:**

Chair Gallatin and Commissioner Morrish volunteered to be part of the sub-committee for this item.

**Decision:**

Vice-Chair Thompson: Motions to appoint a sub-committee consisting of Chair Gallatin and Commissioner Morrish.

Commissioner Friedman: Seconded the motion.

**Motion carried 4-0.**

**CONSENT ITEMS**

- 9. None

**COMMUNICATIONS**

**10. COMMENTS FROM COUNCIL LIASON:**

None

**11. COMMENTS FROM COMMISSION:**

Commissioner Morrish reminds the Commission that she will be absent for the July meeting.

**12. COMMENTS FROM SUB-COMMITTEES:**

None

**13. COMMENTS FROM SOUTH PASADENA PRESERVATION FOUNDATION (SPPF):**

Chair Gallatin shared that the museum will remain closed per the County of Los Angeles' restriction and due to the docent's age for vulnerability to Co-vid.

**14. COMMENTS FROM STAFF:**

Planning Manager Kith comments that the City Council approved the designation of the Rollin District last night and a public comment concerning loss of revenue to the City for historic properties. She continues to confirm that there will be virtual site visits of the Mills Act properties.

**ADJOURNMENT**

- 15. The meeting adjourned at 8:20pm to the next regularly scheduled meeting on July 16, 2020.

APPROVED,



December 17, 2020

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Mark Gallatin  
Chair, Cultural Heritage Commission

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Date