

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

CITY OF SOUTH PASADENA

**Thursday, August 20, 2020 at 6:30 P.M.**

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

### ROLL CALL

The meeting convened at: 6:35 pm

Commissioners Present: Mark Gallatin (Chair), Steven Friedman, William Cross, Kristin Morrish

Commissioners Absent: Rebecca Thompson (Vice-Chair)

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

City Council Liaison: Richard Schneider, M.D.

*Please Note: These Minutes are a summary of the meetings and are not a fully transcribed record.  
An audio recording of the meeting can be made available upon request with the City Clerk's Office.*

### APPROVAL OF AGENDA

Planning Manager Kith requests the Rialto item be moved to be discussed prior to the Mills Act items.

Commissioner Friedman moves to approve the changes.

Commissioner Morrish seconds.

APPROVED 4-0

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

Commissioner Morrish comments on walks near the sites, and Commissioner Friedman comments on a drive-by of a site.

### PUBLIC COMMENTS

NONE

### PRESENTATIONS

NONE

1. **822 Orange Grove Place/Project No. 2321-COA/DEL – Delisting a single family residence from the South Pasadena Inventory of Cultural Resources.**

**Recommendation:**

Recommend approval to the City Council for the “delisting” (removal) of the property from the South Pasadena Inventory of Cultural Resources.

**Presentation:**

Planning Manager Kith introduces Debi Howell, who is a contracted Preservation Planner. Contract Planner Howell provides the presentation for this project.

**Questions for Staff:**

Chair Gallatin questions as to the remainder of the paragraph regarding the “b-10 significance”.

Debi Howell responds that this is all the information provided by the applicant from the DPR form.

Chair Gallatin inquires if there are any issues with having the consultants prepare the historic resources report (HRE) and the staff report.

Planning Manager Kith confirms that there is no issue with this.

**Public Comments:**

Two public comments were provided for this project.

**Questions for Applicant:**

Applicant Katie Chiu provides her rebuttal noting that the doors, siding, and porch have been worked on throughout along with termite damage along the porch. She comments that her proposed architectural style will be an East Asian style to go with the current craftsman style of the neighborhood.

Commissioner Morrish requests clarification regarding the “single-story” or “single-family” details.

Applicant Chiu confirms that it will not be a single-story, single-family residence.

**Commission Discussion:**

Commissioner Friedman asks Planning Manager Kith regarding the emails that included the public comments.

Commissioner Friedman comments that the HRE was persuasive and he could make the findings to recommend to the City Council to remove this property from the City’s Historic Resources Inventory list.

Commissioner Morrish concurs with the staff recommendations to have the property de-listed.

Commissioner Cross comments that they should see to the demolition but leave the design to the Design Review Board.

Chair Gallatin questions what the zoning of the property is, as it was not listed in the report.

Planning Manager Kith confirms that the property is within medium density residential zone.

Chair Gallatin asks Planning Manager Kith if there could be two residential houses due to the lot size. Chair Gallatin discusses the possibilities of the lot, built within the codes, as one of the public comments contained a concern regarding over-building.

Chair Gallatin questions if they are rushing in deciding this project for future projects with this same classification.

Contract Planner Howell responds that this property is a bad fit for the 6L status and reiterates the importance of the zoning codes for the properties.

Commissioner Morrish concurs with Contract Planner Howell and notes that the proposed changes work well for this property.

Planning Manager Kith reiterates the conditions typically used when delisting properties.

Chair Gallatin questions that if this property is delisted, the Cultural Heritage Commission would no longer oversee any changes as it would now fall under the Design Review Board.

Planning Manager Kith confirms.

Chair Gallatin asks if there could be non-binding recommendations due to concerns from the public comments provided.

Planning Manager Kith confirms that the applicant would not need to heed the recommendation as it would be out of the CHC's purview.

Planning Manager Kith and Contract Planner Howell confirm from the Delisting Ordinance that there is no provision to allow restrictions on delisted properties.

**Decision:**

Commissioner Morris moves to RECOMMEND approval to City Council to delist the property from the City's Inventory of Cultural Resources.

Commissioner Friedman seconds.

**Motion carried 4-0.**

- 2. 1502 Bank Street/Project No. 2328-NID/DRX – Notice of Intent to Demolish a 1,442 square-foot single-family home and 240 square-foot detached garage and Design Review of two new single-family homes.**

**Recommendation:**

Make a determination that the property does not meet the national, state, or local criteria for historic designation and the project may proceed through the city’s application process without any further restrictions under the Cultural Heritage Ordinance.

**Presentation:**

Contract Planner Howell provides the presentation for this project.

**Questions for Staff:**

Chair Gallatin questions the original shingles for the property as asbestos shingles were typically used during the property’s creation.

Contract Planner Howell confirms that the original shingles may have already been altered but there is no record of it for this property.

Chair Gallatin asks about the second unit dated from 1940. Contract Planner Howell confirms that the additions were located in the rear of the project and can confirm that these were incorporated into the house as Accessory Dwelling Units (ADU) which was common during the Great Depression in the City.

**Public Comments:**

None.

**Questions for Applicant:**

The applicant was unavailable to provide a presentation or comment on the project.

Commissioner Friedman, Commissioner Morrish, and Commissioner Cross agree with the demolition.

**Decision:**

Commissioner Friedman moves to APPROVE the demolition of the house.

Chair Gallatin seconds.

**Motion carried 4-0.**

**DISCUSSION ITEMS**

**3. 807 Bank Street Landmark Historic Designation Request**

**Recommendation:**

Appoint a subcommittee to review the request.

**Presentation:**

Planning Intern Gonzalez provides a presentation for this project.

**Commission Discussion:**

Chair Gallatin asks for two Commissioners to be on the sub-committee for this project.

Commissioner Morrish nominates herself.

Commissioner Cross nominates himself as the second member.

**Decision:**

Chair Gallatin moves to APPROVE Commissioners Morrish and Cross to be on the sub-committee.

Commissioner Friedman seconds.

**Motion carried 4-0.**

**4. Rialto Theatre – Interior Renovation by Mosaic**

**Recommendation:**

Appoint a sub-committee to review the work plan.

**Discussion:**

Planning Manager Kith explains that there is no presentation for this item and asks if a new sub-committee should be appointed or if the previously selected sub-committee could review the interior work that will be completed or has been completed.

Commissioner Friedman questions when the Work Plan will be ready for the Rialto as he is interested in serving on the sub-committee prior to his term ending.

Planning Manager Kith confirms that the applicant has expressed interest.

Commissioner Cross questions if Commissioner Friedman could remain on the sub-committee if he were to “term-out” during the sub-committee’s work on the project.

Planning Manager Kith comments that the sub-committee would need to consist of current commission members and would confirm with the City attorney.

The Applicant provides a presentation for their planned interior work.

Chair Gallatin inquiries from Architect Dahl regarding the accessible lift as it was not included on the project plans.

Architect Dahl confirms the location is still in its designated location.

Commissioner Friedman comments he can serve on the sub-committee.

Chair Gallatin questions if the previous sub-committee for the project could be used.

Planning Manager Kith confirms that the previous designated sub-committee could be assigned.

**Decision:**

Commissioner Morrish moves to APPROVE the previous sub-committee members, Commissioners Friedman and Chair Gallatin, to be appointed for review of the work plan.

Commissioner Cross seconds.

**Motion carried 4-0.**

**5. Mills Act Work Plan Cost Estimates**

**Recommendation:**

Allow Mills Act Work Plan cost estimates be provided by a Historic Preservation Specialist.

**Discussion:**

Planning Manager Kith provides research information for comparison between cities for Mills Act Work plans.

Chair Gallatin adds on that the City of San Gabriel does not require cost estimates from contractors for Mills Act work plan submissions.

Planning Manager Kith questions if the Commission would like to do this only during the pandemic or for it to be continued for post-pandemic.

Commissioner Friedman, Commissioner Morrish, and Commissioner Cross agree that the work plan cost estimates should be prepared by Historic Preservation Specialists.

Chair Gallatin concurs and comments that he hopes this can become a continued item to help incentivize more applicants.

**Decision:**

Commissioner Morrish moves to APPROVE Mills Act work plan estimates to be provided by Historic Preservation Specialists

Commissioner Friedman seconds.

**Motion carried 4-0.**

**6. Mills Act Brochure**

**Recommendation:**

Review and provide direction.

**Discussion:**

Planning Manager Kith asks for feedback on the brochure from the Commission.

Commissioner Cross questions if they should include comments from previous Mills Act applicants to help provide useful comments regarding the process.

Commissioner Morrish questions if Contract Planner Howell or any other Historic Preservation Specialist reviewed the brochure.

Planning Manager informs the Commission that the brochure has not been reviewed however, the brochure is simply informative to be provided to the public.

The Commission will provide their comments to staff.

Planning Manager Kith informs them that they will incorporate all comments and will return the brochure for review.

## CONSENT ITEMS

7. NONE

## ADMINISTRATION

8. **COMMENTS FROM COUNCIL LIASON:**

Council Liaison Schneider comments his return to the Commission and looks forward to future meetings.

9. **COMMENTS FROM COMMISSION:**

NONE

10. **COMMENTS FROM SUB-COMMITTEES**

NONE

11. **COMMENTS FROM SOUTH PASADENA PRESERVATION FOUNDATION (SPPF)**

Chair Gallatin provides an update regarding the continued closure of the Iron Works Museum.

12. **COMMENTS FROM STAFF:**

NONE

## ADJOURNMENT

13. The meeting adjourned at 7:57pm to the next regularly scheduled meeting on September 17, 2020.

APPROVED,



March 18, 2021

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Mark Gallatin  
Chair, Cultural Heritage Commission

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Date