



**CITY OF SOUTH PASADENA
CULTURAL HERITAGE COMMISSION
REGULAR MEETING AGENDA**

Thursday, September 17, 2020 at 6:30 p.m.

South Pasadena Cultural Heritage Commission Statement of Civility

As your appointed governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting of the Cultural Heritage Commission will be conducted remotely and held by video conference. The Meeting will be broadcast live on the City's website (https://www.spectrumstream.com/streaming/south_pasadena_chc/live.cfm) and local cable channels.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Commission Members will be participating remotely and will not be physically present in the Council Chambers.

The Cultural Heritage Commission welcomes public input. If you would like to comment on an agenda item, members of the public may submit their comments in writing for the Cultural Heritage Commission consideration, by emailing comments or questions to PlanningComments@southpasadenaca.gov or by calling (626) 403-7720 and leaving a **3-minute** voicemail message to be played during the meeting. Public comments must be received by **12:00 p.m. on Thursday, September 17, 2020** to ensure adequate time to compile and post. Please provide: 1) your name and address; and 2) agenda item for the comments/questions. All comments/questions received will be distributed to the Commission for consideration and will also be posted on the City's website prior to the meeting.

CALL TO ORDER:

Chair Mark Gallatin

ROLL CALL:

Steven Friedman, Kristin Morrish, William Cross, Rebecca Thompson, Vice-Chair, and Mark Gallatin, Chair

COUNCIL LIAISON:

Richard D. Schneider, M.D.

STAFF PRESENT:

Kanika Kith, Planning Manager
Malinda Lim, Associate Planner

APPROVAL OF AGENDA

Majority vote of the Commission to proceed with Commission business.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

Disclosure by Commissioners of site visits and ex-parte contact for items on the agenda.

PUBLIC COMMENTS AND SUGGESTIONS

If you wish to address the Cultural Heritage Commission on items not on the agenda and within the subject-matter jurisdiction of the Cultural Heritage Commission, members of the public may submit their comments in writing to PlanningComments@southpasadenaca.gov or by calling (626) 403-7720 and leaving a **3-minute** voicemail message to be played during the meeting. Public comments must be received by **12:00 p.m. on Thursday, September 17, 2020** to ensure adequate time to compile and post. The public should be aware that the Cultural Heritage Commission may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda.

PRESENTATIONS

- 1. None

PUBLIC HEARING

- 2. **23 Short Way/Project No. 2309-NID/DRX/HDP/PMR – Notice of Intent to Demolish a 830 square-foot single-family home and attached two-car garage, Design Review of a new single-family home and an accessory dwelling unit over the garage, Hillside Development Permit to allow construction on a site with an average slope of 205 or greater, and Parcel Merger to combine two existing lots**

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.

- 3. **Mills Act Contract for 1506 Rollin Street/Project No. 2305-MIL, which is a contributor to the Rollin Cluster Craftsman District**

Recommendation

Commission to direct the Applicant to re-evaluate their financial analysis and work plan.

- 4. **Mills Act Contract for 1545 Ramona Avenue/Project No. 2306-MIL, which is a contributor to the Ramona Craftsman District**

Recommendation

Recommend approval to the City Council

5. Mills Act Contract for City Landmark No. 47, Burwood House at 335 Monterey Avenue/Project No. 2348-MIL

Recommendation

Commission to direct the Applicant to re-evaluate their financial analysis and work plan.

6. Mills Act Contract for 704 Meridian Avenue/Project No. 2346-MIL, which is a contributor to the North of Mission Historic District

Recommendation

Recommend approval to the City Council

7. 1534 Ramona Avenue/Project No. 2349-COA – Certificate of Appropriate for Front Yard Landscape Design at 1534 Ramona Avenue

Recommendation

Receive an update from the Subcommittee and take one of the following actions:

1. Approve the project and adopt the findings provided in the Historic Assessment report or modify as appropriate; or
2. Provide design recommendations to support approval of a Certificate of Appropriateness; or
3. Direct staff to get a second opinion.

DISCUSSION ITEMS

8. None

CONSENT ITEMS

9. None

ADMINISTRATION

10. Comments from City Council Liaison

11. Comments from Cultural Heritage Commissioners

12. Comments from Subcommittees

13. Comments from South Pasadena Preservation Foundation (SPPF) Liaison

14. Comments from Staff

ADJOURNMENT

15. Adjourn to the regular Cultural Heritage Commission meeting scheduled for October 15, 2020.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Cultural Heritage Commission meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/cultural-heritage-commission/cultural-heritage-commission-agendas>

Agenda related documents provided to the Cultural Heritage Commission are available for public review on the City’s website. Additional documents, when presented to Cultural Heritage Commission, will also be uploaded and available on the City’s website.

The meeting will be broadcast live on the local cable channel (Spectrum Channel 19 and AT&T Channel 99) and on the City's website, and a recording of the meeting will be available within 48 hours of adjournment at the following links:

- Live Stream: https://www.spectrumstream.com/streaming/south_pasadena_chc/live.cfm
- Recorded meeting: https://www.spectrumstream.com/streaming/south_pasadena_chc/

AGENDA NOTIFICATION SUBSCRIPTION


Individuals can be placed on an email notification list to receive forthcoming agendas by emailing CityClerk@southpasadenaca.gov or calling the City Clerk’s Division at (626) 403-7230.

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s website as required by law.

9/10/20	 for
Date	Elaine Serrano, Administrative Secretary



**Cultural Heritage
Commission
Agenda Report**

ITEM NO. 2

DATE: September 17, 2020

FROM: Joanna Hankamer, Director of Planning and Community Development

VIA: Candida Neal, Contract Planner
Malinda Lim, Associate Planner

SUBJECT: Project No. 2309-NID/DRX/HDP/PMR – Notice of Intent to Demolish a 830 square-foot single-story single-family house and attached two-car garage located at 23 Short Way (APN No: 5312-030-007)

Recommendation

Staff recommends that the Cultural Heritage Commission 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 for the demolition of a 830-square-foot single story house and attached two-car garage at 23 Short Way.

Background

The single family home and attached garage were built in 1939. A site visit was conducted on July 31, 2020 for the Historic Resource Evaluation of the single-family home and attached garage structure.

An associated Hillside Development Permit, Design Review, and Parcel Merger to allow development of an approximately 2,900 square-foot, two-story, single-family home and a 1,026 square-foot accessory dwelling unit over a n underground two-car garage will be presented to the Planning Commission at a later date.

Discussion/Analysis

Project Description

The applicant is requesting for the Cultural Heritage Commission (CHC) to clear the property of 23 Short Way as ineligible as a Historic Resource at either the national, state, or local level. The site is located in the west portion of South Pasadena, east of the City of Los Angeles Highland Park neighborhood. Short Way is a hillside residential through street with single family homes that vary in age, size and style. **Figure 1** is an aerial view of the project site outlined in yellow below and **Figure 2** is a view of the structure to be demolished.

Figure 1: Aerial View of Project Site

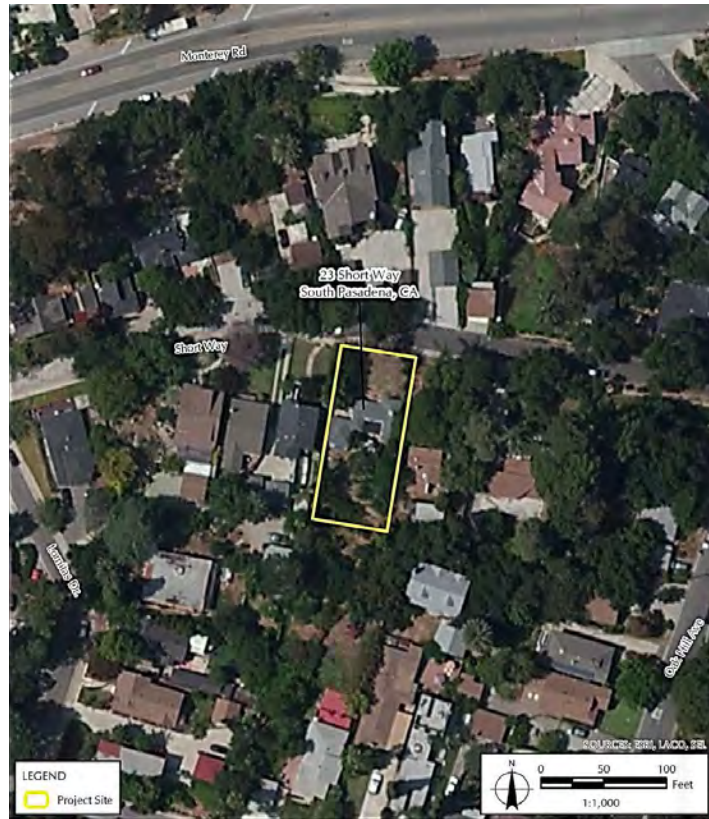


Figure 2: Single Family Residence and Attached Two-Car Garage



Project Analysis

In accordance to the City's Preservation Ordinance, 2.65(e)(3), the City entered into a contract with an Architectural Historian to do an intensive-level Historic Resources Evaluation (HRE) report on behalf of the property owner for their proposed demolition of a structure over 45 years old. The applicant is proposing to demolish the existing single-family residence and attached garage.

The City started to survey properties in 1991 to ensure that cultural resources were recognized. In 1994, the City Council adopted the Inventory of Cultural Resources which included all properties and historic districts eligible for local, state, or federal designation at the time. The survey was updated in 2002 and 2017. A Citywide Historic Context Statement was adopted in 2014. The project site was not included in any of the previously prepared surveys.

The Historic Evaluation Assessment, included as Attachment 1, determined that the property is ineligible as a historic resource at either the national, state, or local level. In support of this determination the following research were conducted:

- *Historic Associations*
Research was conducted to determine if the property was associated with any significant pattern of development or event, or with an individual important in the history of the city, region, state, or nation. The evaluation also considered the architectural merit of the existing structure, specifically whether the building was an excellent example of its architectural style.
- *Neighborhood Context*
Some buildings may not qualify as historic structures but can be important as contributing structures within a historic neighborhood or district. The report concluded that the residence and attached garage, were not representative of the neighborhood. Most of the homes in the area were constructed in the early 1900s and designed as Craftsman houses and vernacular cottages. The Minimal Traditional home built on this site in 1939 has little in common with the neighboring houses.
- *Loss of Integrity*
The existing home has been substantially altered and is in poor repair. The original windows were replaced with vinyl windows and in a few cases the original openings were altered. A seconding stucco coat applied to the original stucco has not been maintained. The stucco is cracked and spalling in several locations. As a result the report found that the house no longer retains integrity of design, materials, or workmanship.

In summary, the Historic Resources Assessment for 23 Short Way found that the property was not eligible for designation as a City of South Pasadena landmark and it does not meet local designation criteria 1-11.

Based on the report's findings, the proposed project of demolition should have no impact on Historic Resources. Staff is recommending the Cultural Heritage Commission (CHC) concur with the report's findings and clear the project from any further historic review process. If the CHC clears the property from having any historic and cultural significance, the project may proceed to the Planning Commission for a Design Review, Hillside Development Permit, and Parcel Merger.

Alternatives to Consider

If the Commission does not agree with staff's recommendation, the following options are available:

1. The Cultural Heritage Commission can Continue the project to address comments discussed; or
2. The Cultural Heritage Commission can determine that the property is potentially eligible at the federal, state, or local level, the property shall be added to the City's Inventory of Cultural Resources and proceed with procedures for a Certificate of Appropriateness for the proposed demolition.

Next Steps

1. If approved, the applicant will proceed with the Planning Commission for a Design Review, Hillside Development Permit, and Parcel Merger.
2. If denied, the Cultural Heritage Commission's decision can be appealed by the applicant to the City Council.

Fiscal Impact

Not Applicable.

Environmental Analysis

In accordance with the California Environmental Quality Act (CEQA), the project qualifies for a Categorical Exemption under Section 15301, Class 1 Existing Facilities and Section 15303, Class 3 New Construction or Conversion of Small Structures. Class 1 exemption includes demolition and removal of individual small structures including accessory structures and the additions to existing structures which will not result in an increase of more than 50 percent of the floor area of the structures before the addition or 2,500 square feet, whichever is less. Class 3 exemption includes the construction of a single-family residence totaling no more than three dwelling units in an urbanized area.

The existing house is 869 square-feet and the garage is approximately 400 square-feet. With a total area of 1,269 square-feet, the demolition meets the requirements for a Class 1 exemption.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website, in the South Pasadena Review newspaper, and individual property mailings to those within 300 feet of the project site.

Attachment

1. Historic Resources Evaluation Report

ATTACHMENT 1
Historic Resources Evaluation Report

HISTORIC RESOURCES ASSESSMENT REPORT

23 SHORT WAY
SOUTH PASADENA, CALIFORNIA 91030

PREPARED FOR:

MS. CANDIDA NEAL
PLANNING CONSULTANT
CITY OF SOUTH PASADENA
1414 MISSION STREET
SOUTH PASADENA, CA 91030

PREPARED BY:

SAPPHOS ENVIRONMENTAL, INC.
430 NORTH HALSTEAD STREET
PASADENA, CALIFORNIA 91107

AUGUST 18, 2020

EXECUTIVE SUMMARY

This report presents the results of a historic resources assessment for a property located at 23 Short Way (Assessor Parcel Number [APN] 5312-030-007) in the City of South Pasadena (City), Los Angeles County, California. The purpose of this report is to determine if the building, individually or collectively, constitutes as a historical resource pursuant to Section 15064.5(a) of the California Environmental Quality Act (CEQA) Guidelines. This determination will be used by the City to determine the appropriate level of environmental review for consideration of the requested demolition of the existing building. The property is situated on a hillside residential street in the southwest region of the City. There is a one-story residential building located on the subject property. The City commissioned the citywide *City of South Pasadena Historic Resources Survey* in 1994, with updates completed in 2002 and 2017.¹ The subject property was not evaluated or identified as significant in these surveys.

Sapphos Environmental, Inc. was retained to determine if the building located on the project site may be eligible for listing as a City of South Pasadena Historic Landmark (Historic Landmark). The evaluation was completed by Sapphos Environmental, Inc.'s Architectural Historians (Ms. Kasey Conley and Ms. Carrie Chasteen), who meet the Secretary of Interior's *Professional Qualification Standards* for Architectural History and History.

After careful research and evaluation, Sapphos Environmental, Inc. concluded that the building does not appear to be individually eligible for listing in the National Register of Historic Places, the California Register of Historical Resources, or as a Historic Landmark. The subject property is not a significant example of Minimal Traditional style residential development and lacks character or value that contributes to the heritage of the City. The building does not embody the distinctive characteristic of a type, period, or method of construction and was not designed by a master architect. The subject property would also not contribute to a potential historic district as the surrounding buildings do not convey a significant development pattern within the history of the City or architectural style. Therefore, the subject property does not meet the criteria to be considered a historical resource pursuant to Section 15064.5(a) of the CEQA Guidelines. The appropriate California Historical Resource Status Code for the subject property is 6Z, or "Found ineligible for [National Register], [California Register] or local designation through survey evaluation."

¹ City of South Pasadena Planning & Building Department. June 2017. *City of South Pasadena Historic Resources Survey*. Prepared by: Historic Resources Group, Pasadena, CA. Accessed April 25, 2018. Available at: <http://www.ci.south-pasadena.ca.us/modules/showdocument.aspx?documentid=13228>

TABLE OF CONTENTS

SECTIONS	PAGE
ES EXECUTIVE SUMMARY	ES-1
1.0 PROJECT DESCRIPTION	1
1.1 Location and Setting	1
1.2 Proposed Project	1
2.0 METHODOLOGY	5
3.0 REGULATORY FRAMEWORK.....	6
3.1 Federal	6
3.2 State of California	6
3.3 City of South Pasadena	7
4.0 RECORD SEARCH	9
4.1 Record Search	9
4.2 Previous Evaluations/Designations Summary	9
5.0 HISTORIC CONTEXT	10
6.0 DESCRIPTION OF EVALUATED RESOURCES.....	17
6.1 Architectural Description.....	17
7.0 PROPERTY HISTORY	21
7.1 Construction History.....	21
7.2 Ownership/Occupant History	21
7.3 Use History	21
8.0 HISTORIC CONTEXT	22
8.1 Mid-20th Century Growth (1945–1972)	22
9.0 EVALUATION OF ELIGIBILITY	25
9.1 National Register of Historic Places	25
9.2 California Register of Historical Resources	25
9.3 City of South Pasadena Historic Landmark.....	26
9.4 Integrity	26
9.5 Recommendations.....	27
10.0 SOURCES	28
TABLES	PAGE
1 Ownership History, 23 Short Way.....	21

FIGURES	PAGE
1A Setting, Short Way (view west)	2
1B Setting, Short Way (view northeast)	2
2 Sketch Map, 23 Short Way	3
3 Project Location Map, 23 Short Way	4
4 23 Short Way (Facing Southeast)	17
5 Primary (Northern) Façade, 23 Short Way	18
6 View of Garage and Western Façade, 23 Short Way	19
7 Southern Façade, 23 Short Way	19
8 Southern Façade, 23 Short Way	20
9 Eastern Façade, 23 Short Way	20

SECTION 1.0 PROJECT DESCRIPTION

This report presents the results of a historic resources assessment for a property located at 23 Short Way (Assessor Parcel Number [APN] 5312-030-007) in the City of South Pasadena (City), Los Angeles County, California. The purpose of this report is to determine if the building, individually or collectively, constitutes as a historical resource pursuant to Section 15064.5(a) of the California Environmental Quality Act (CEQA) Guidelines.

1.1 LOCATION AND SETTING

The subject property is situated on a hillside residential street in the western region of the City. Short Way is a through street with diverse residences and abuts the Highland Park neighborhood of the City of Los Angeles. The City commissioned the citywide *City of South Pasadena Historic Resources Survey* in 1994, with updates completed in 2002 and 2017.² The subject property was not identified in these surveys as significant. The project site comprises a one-story residential building on a single parcel located on the south side of Short Way between Lomita Drive and Oak Hill Avenue.

Development surrounding the project site is characterized by irregularly shaped parcels with varying residential architectural styles, including Craftsman, vernacular cottages, and Minimal Traditional (Figure 1A–B, *Setting, Short Way*; Figure 2, *Sketch Map, 23 Short Way*; Figure 3, *Project Location Map, 23 Short Way*). These buildings range in date from the 1910s to 1940s but have been altered over time.

1.2 PROPOSED PROJECT

The proposed project would demolish the existing building located on the subject property.

² City of South Pasadena Planning & Building Department. June 2017. *City of South Pasadena Historic Resources Survey*. Prepared by: Historic Resources Group, Pasadena, CA. Accessed April 25, 2018. Available at: <http://www.ci.south-pasadena.ca.us/modules/showdocument.aspx?documentid=13228>



Figure 1A. Setting, Short Way (view west)
SOURCE: *Sapphos Environmental, Inc., 2020*



Figure 1B. Setting, Short Way (view northeast)
SOURCE: *Sapphos Environmental, Inc., 2020*



Figure 2. Sketch Map, 23 Short Way
SOURCE: Sapphos Environmental, Inc., 2020

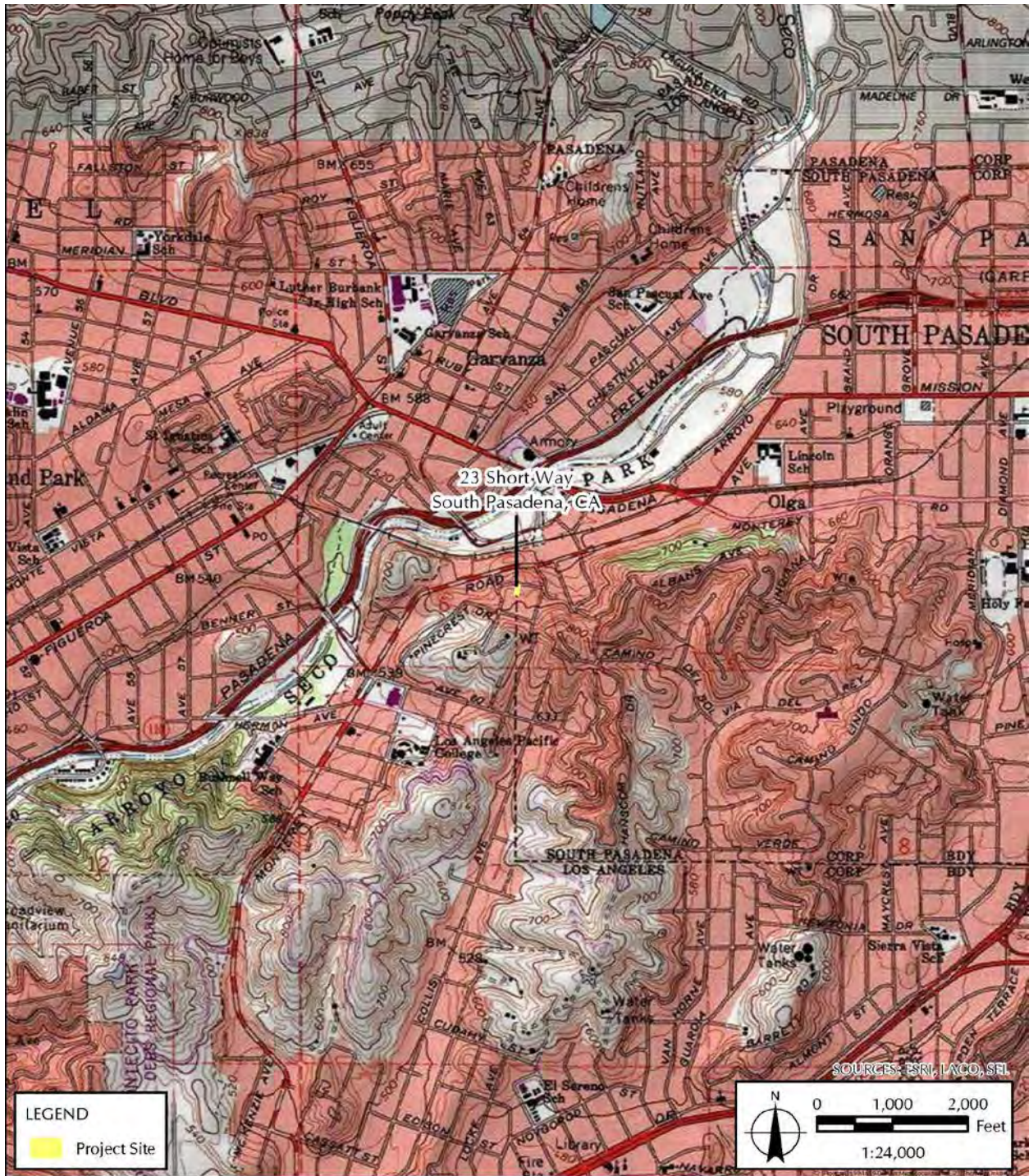


Figure 3. Project Location Map, 23 Short Way
SOURCE: U.S. Geological Survey, 1991

SECTION 2.0 METHODOLOGY

The historic evaluation was based on five primary research efforts:

1. Conducted a field inspection of the project site on July 31, 2020, to ascertain the general condition and physical integrity of the exterior and interior of the building thereon. Digital photographs were taken during the site inspection. Field notes were made.
2. Reviewed the building permits for the subject parcel from the City of South Pasadena Planning and Building Department. Dates of construction and subsequent alterations were determined by the building permit record, as well as additional resources, such as the field inspection and historic aerial photographs.
3. Reviewed the 2017 *City of South Pasadena Historic Resources Survey* (Historic Resources Survey), and the 2014 *City of South Pasadena Citywide Historic Context Statement*³ (Citywide Historic Context Statement) to determine the previous findings for the property as a historical resource and evaluation criteria for the City of South Pasadena.
4. Researched the project site and surrounding area at the South Pasadena Public Library and archives to establish the general history and context of the project site, including a review of the State Built Environment Resources Database for Los Angeles County, newspapers, South Pasadena City Directories, reference books, and articles.
5. Reviewed and analyzed ordinances, statutes, regulations, bulletins, and technical materials relating to federal, state, and local historic preservation assessment processes and programs to evaluate the significance and integrity of the building on the project site.

³ City of South Pasadena Planning & Building Department. 16 December 2014. *City of South Pasadena Citywide Historic Context Statement*. Prepared by: Historic Resources Group, Pasadena, CA. Accessed July 2020. Available at: <https://www.southpasadenaca.gov/home/showdocument?id=5578>

SECTION 3.0 REGULATORY FRAMEWORK

3.1 FEDERAL

The National Historic Preservation Act of 1966, as amended, defines the criteria to be considered eligible for listing in the National Register of Historic Places (National Register):

The quality of significance in American history, architecture, archeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association and

- A. *that are associated with events that have made a significant contribution to the broad patterns of our history; or*
- B. *that are associated with the lives of persons significant in our past; or*
- C. *that embody distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or*
- D. *that have yielded, or may be likely to yield, information important in prehistory or history (36 Code of Federal Regulations [CFR] Section part 63).*

According to National Register Bulletin No. 15, “to be eligible for listing in the National Register, a property must not only be shown to be significant under National Register criteria, but it also must have integrity.” Integrity is defined in National Register Bulletin No. 15 as “the ability of a property to convey its significance.”⁴ Within the concept of integrity, the National Register recognizes the following seven aspects or qualities that in various combinations define integrity: location, design, setting, materials, workmanship, feeling, and association.

3.2 STATE OF CALIFORNIA

Section 5024.1(c), Title 14 California Code of Regulations (CCR), Section 4852 of the California Public Resources Code defines the criteria to be considered eligible for listing in the California Register of Historical Resources (California Register):

A resource may be listed as an historical resource in the California Register if it meets any of the following [National Register] criteria:

- 1. *Is associated with events that have made a significant contribution to the broad patterns of California's history and cultural heritage;*
- 2. *Is associated with the lives of persons important in our past;*

⁴ National Park Service, U.S. Department of the Interior. 2017. *National Register Bulletin, How to Apply the National Register Criteria for Evaluation*. Washington, DC. Available at: <https://www.nps.gov/nr/publications/bulletins/nrb15/>

3. *Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values; or*
4. *Has yielded, or may be likely to yield, information important in prehistory or history.*

Section 4852(C) of the CCR⁵ defines integrity as follows:

Integrity is the authenticity of an historical resource's physical identity evidenced by the survival of characteristics that existed during the resource's period of significance. Historical resources eligible for listing in the California Register must meet one of the criteria of significance described in section 4852(b) of this chapter and retain enough of their historic character or appearance to be recognizable as historical resources and to convey the reasons for their significance. Historical resources that have been rehabilitated or restored may be evaluated for listing.

Integrity is evaluated with regard to the retention of location, design, setting, materials, workmanship, feeling, and association. It must also be judged with reference to the particular criteria under which a resource is proposed for eligibility. Alterations over time to a resource or historic changes in its use may themselves have historical, cultural, or architectural significance.

3.3 CITY OF SOUTH PASADENA

Landmarks. Section 2.59A of the City Cultural Heritage Ordinance (Ordinance)⁶ defines a City Landmark (Landmark):

Any Cultural Resource that has been designated by the South Pasadena City Council in accordance with the listing procedures of Section 2.63 in the South Pasadena Municipal Code.

Historic Districts. Section 2.59A of the Ordinance defines a City Historic District (Historic District):

Means any area or Site containing a number of Improvements or natural features which have a special character, historical/aesthetic value or interest, or that represent one or more architectural periods or styles typical to a period of the City's history and which constitute a distinct section of the City that has been designated a Historic District by the South Pasadena City Council. A Historic District shall have a significant concentration, linkage, or continuity of Sites, buildings, structures, objects, or other features that are united in terms of historic development, architecture, or aesthetics. A Historic District may contain both Contributing Resources and non-contributing resources.

⁵ California Office of Historic Preservation. 1999. *California State Law and Historic Preservation*, 4853 (c), p. 66.

⁶ South Pasadena Municipal Code, Chapter 2, Article IVH, Cultural Heritage Commission. Accessed April 25, 2018. Available at: <http://www.ci.south-pasadena.ca.us/modules/showdocument.aspx?documentid=8866>

Section 2.63 of the Ordinance defined the designation criteria for Landmarks and Historic Districts:

1. *Its character, interest or value as a part of the heritage of the community;*
2. *Its location as a Site of a significant historic event;*
3. *Its identification (such as the residence, ownership, or place of occupation, etc.) with a person, persons, or groups who significantly contributed to the culture and development of the City, State, or United States;*
4. *Its exemplification of a particular architectural style of an era of history in the city;*
5. *Its exemplification of the best remaining architectural type in a neighborhood;*
6. *Its identification as the work of a person or persons whose work has influenced the heritage of the city, the state or the United States;*
7. *Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials or craftsmanship;*
8. *Its being a part of or related to a square, park or other distinctive area which should be developed or preserved according to a plan based on a historic cultural or architectural motif;*
9. *Its unique location or singular physical characteristic representing an established and familiar visual feature of a neighborhood;*
10. *Its potential for yielding information of archaeological interest; or*
11. *In designating a History District, its significance as a distinguishable neighborhood or area whose components may lack individual distinction.*

SECTION 4.0 RECORD SEARCH

4.1 RECORD SEARCH

In accordance with the South Central Coastal Information Center (SCCIC), located at California State University, Fullerton, current procedures and policies, the Built Environment Resources Database (BERD) for Los Angeles County, available from the California Office of Historic Preservation (updated March 3, 2020), historic U.S. Geological Survey (USGS) 7.5-minute series topographic maps, and aerial photographs were reviewed for the project site and adjacent properties. In addition to official maps and records, and published registers and reports for the geographic area were reviewed:

- National Register – Listed (2020)
- California Register – Listed (2020)
- California State Historical Landmarks (1996 and updates)
- California Points of Historical Interest (1992 and updates)
- BERD (2020)
- Inventory of Historic Resources (2002)
- Historic Resources Survey (2017)
- Citywide Historic Context Statement (2014)

4.2 PREVIOUS EVALUATIONS/DESIGNATIONS SUMMARY

Based on a review of the Inventory of Historic Resources and Historic Resources Survey, the property was not included in the 2002 and revised 2017 historic resource survey efforts. The subject property does not appear to have been evaluated outside of these reports.

SECTION 5.0 HISTORIC CONTEXT

The historic context contained in this report is derived from the Citywide Historic Context Statement.

National Register Bulletin 24, *Guidelines for Local Surveys*, states that the historic context developed in support of historic resource surveys should analyze and describe the “broad pattern of historical development in a community or its region that may be represented by historic resources.”⁷ Developing a historic context for survey areas is further described by the National Register as vital for providing a basis for a survey effort, helping researchers successfully identify all significant resources, and helping eliminate unintended biases. Through a review of the history and prehistory of the state and region under consideration, the historic context should define important patterns of development that may be reflected in the area’s historic resources.⁸

The patterns of development presented in the historic context are divided into four general chronological periods:

- Town Settlement and Late 19th Century Development (1873–1899)
- Early 20th Century Development (1900–1919)
- 1920s Growth (1920–1929)
- The Great Depression & World War II (1930–1944)
- Mid-20th Century Growth (1945–1972)

This report focuses on the Great Depression and World War II (1930–1944) context, specifically the Residential Development theme:

While South Pasadena entered the 1930s with confidence and optimism, the goodwill was short-lived. Historian Kevin Starr notes that this was a common occurrence during the early years of the Great Depression, as “many communities were reluctant to admit that there was a problem at all, seeing in such imagery as public soup kitchens and long lines of unemployed men awaiting a meal or a bed for the night images of social disgrace.”⁹

Historian Jane Apostol commented that “perhaps nothing better symbolized the effect of the Great Depression on South Pasadena than the closing of the Raymond Hotel.”¹⁰ While the stock market crash of 1929 provided the catalyst for the closing of the hotel in 1931, its decline had already begun many years earlier. Ironically, it was the initial exclusivity of the Raymond – once restricted only to guests of the Raymond & Whitcomb excursions – that had first popularized the resort; now, the same reputation contributed to its downfall. As the world changes so do the tastes of its people and the [Raymond] Hotel, once the bastion of a

⁷ National Park Service, U.S. Department of the Interior. *National Register Bulletin 24. Guidelines for Local Surveys: A Basis for Preservation Planning*. Washington, DC. Accessed August 18, 2006. Available at: <http://www.cr.nps.gov/nr/publications/bulletins/nrb24/chapter1.htm>

⁸ U.S. Department of the Interior, National Park Service. Accessed August 18, 2006. *National Register Bulletin 24. Guidelines for Local Surveys: A Basis for Preservation Planning*. Washington, DC. Available at: <http://www.cr.nps.gov/nr/publications/bulletins/nrb24/chapter1.htm>

⁹ Starr, Kevin. 1996. *Endangered Dreams: The Great Depression in California*. Oxford University Press. P. 226.

¹⁰ Apostol, Jane. 1987. *South Pasadena: A Centennial History*. South Pasadena Public Library. Pp. 101, 103.

somewhat stodgy elite, tried to join in the social and civic life flourishing around it. Not quite having the reputation of the other hotels for being open to the public for dining and entertainment or for events by business and fraternal organizations, by the 1920s its popularity had fallen. Lacking funds to modernize the accommodations, as styles were rapidly changing in those decades, the hotel had to suffer along with rather garish and outmoded fixtures. Walter [Raymond] tried to do his best, reinvesting profits from the fatter years to make improvements, but the task was a weighty one.¹¹

South Pasadena's attempts at modernization also hastened the demise of the hotel. The land surrounding the hotel was some of the last undeveloped property in the city; eventually, a city dump was constructed at the foot of Raymond Hill, which had once boasted the "best panoramic view of any of the Pasadena hotels."¹² Thomas Carpenter dryly notes that the presence of the dump "taxed Walter Raymond's resourcefulness."¹³ Additionally, the Vista del Arroyo hotel in Pasadena opened a new wing in 1931, creating further competition for the Raymond, as did the newer concept of lower-cost tourist courts and motels, which appealed to Americans suffering from the financial effects of the Depression.¹⁴

In 1931, the hotel's staff dormitory and stables, which one housed carriage horses and 60 saddle horses for guests, was torn down. That same year, the bank foreclosed on the Raymond Hotel. It was subsequently purchased and briefly operated by "hotel genius" D. M. Linnard, who also failed to find success, before closing permanently in 1931. In 1934, the contents of the hotel, including over 10,000 yards of carpet and 675 mirrors, were sold at auction and the building was subsequently razed.¹⁵ Walter Raymond, who had retired to live in seclusion in a cottage on the grounds of the hotel, died there that same year.

The closure of the Raymond Hotel contributed to one of South Pasadena's greatest struggles during the Depression: rising unemployment. In 1931, the City opened a job registry to give work on a rotating basis to the neediest applicants. The city manager also attempted to allocate \$12,000 from the City budget to hire more part-time workers in order to combat widespread unemployment. One hundred City employees even pledged five percent of their salaries to an employment fund – which, at best, would support only twenty-five families a year.¹⁶ Concerns grew among City officials that those residents who were fortunate enough to make money were hoarding it instead of spending it. City manager O. S. Roen advised, "Good times are just around the corner, and if you buy and spend now we'll all soon get around the corner."¹⁷ South Pasadena advertisers were more direct; one headline ordered, "BUY – BUY – SPEND – SPEND – NOW – NOW."¹⁸ By January 1932, more than 100 South Pasadenans had reached the end of their resources, a number which doubled within three

¹¹ Carpenter, Thomas D. 1984. *Pasadena: Resort Hotels and Paradise*. Castle Green Times. Pp. 146–47.

¹² Carpenter, 146.

¹³ Carpenter, 147.

¹⁴ Carpenter, 147.

¹⁵ "Display Ad 8," *Los Angeles Times*, July 22, 1934.

¹⁶ Apostol, 103.

¹⁷ Apostol, 103.

¹⁸ Apostol, 103.

weeks and had quadrupled by April.¹⁹ W. A. Anderson, editor of the *Foothill Review*, realized the significance of this number within the context of the community.

*Remember, we are not talking about some slum community, but about the fair home city of South Pasadena – the city that boasts about the economic independence of its people. We are not talking about chronic pauperism; we are talking about men and women who have never before faced the economic situation that now confronts them – we are talking about good, substantial citizens.*²⁰

Anderson's comments reflected the feelings of "social disgrace" experienced by many wealthy and upscale communities during the Depression and explain why, at first, many communities tried to organize relief on a private basis.²¹ Residents formed the South Pasadena Emergency Relief Committee, which was organized to promote home trade and create jobs within the community. The group adopted a concept which had previously been implemented in Anaheim:

*The committee issued employment scrip in denominations of twenty and forty cents. It urged residents to offer paint-up, fix-up jobs to the unemployed and to buy scrip with which to pay the workers. The suggested rate of pay was forty cents an hour for unskilled labor, sixty cents for skilled. Workers could spend the scrip in South Pasadena for food and clothing or exchange it at City Hall for checks with which to pay their utility bills.*²²

Within a year, however, scrip sales totaled only \$7,900, and the project was abandoned in 1933.²³ Other community groups attempted to provide some relief, including the Red Cross, the Community Chest, and the Home Service Circle. The South Pasadena Unemployment Unit put men to work cutting firewood for sale; the South Pasadena Cooperative Relief Association provided staple foods and vegetables, some of which were grown on vacant lots along Mission Street, in exchange for sixteen hours of work a week.²⁴ On the whole, though, local relief efforts were too limited to combat the widespread effects of the Depression.

Federal relief came to South Pasadena with the implementation of several initiatives which motivated both municipal and private development. President Roosevelt's New Deal, which allocated funds for the construction of public works projects across the country, created jobs for workers improving their own communities. From 1933 to 1940, the monies provided by the New Deal enabled South Pasadena to construct new municipal buildings and improve infrastructure in the area. Although City residents had voted two to one for Herbert Hoover in the last election, Roosevelt's New Deal and the National Recovery Administration (NRA) were embraced by South Pasadenans. The *Foothill Review* called it "the greatest national

¹⁹ Apostol, 103.

²⁰ Apostol, 103.

²¹ Starr, 226.

²² Apostol, 103.

²³ Apostol, 103.

²⁴ Apostol, 104.

adventure of our time,” and store windows throughout the City displayed the blue eagle logo of the NRA with the slogan, “We do our part.”²⁵

Private construction and development, which had virtually ground to a halt during the Depression, was also aided by federal initiatives. The National Housing Act of 1934 established the Federal Housing Authority (FHA), which helped reignite the construction of single-family homes by establishing mortgage terms that were conducive to the average American family and would regulate the interest rates and terms of interest that had ballooned out of control in the aftermath of the stock market crash.²⁶ Although the agency’s programs would have little impact until the years following World War II, the FHA’s efforts to establish a protocol for the construction of single-family dwellings during this period had a lasting impact on both residential design and community planning.

In 1933, South Pasadena adopted – albeit reluctantly – one of its most significant ordinances. After forty-five years of temperance within the City limits, the City Council approved an ordinance which included provisions for the license and regulation of the sale of beer in the City. On the whole, Americans had grown tired of the “noble experiment” of Prohibition, which ended in December 1933 with the ratification of the 21st amendment. In the period before final ratification, Congress legalized the sale of beer. South Pasadena fought the ruling, claiming that its own prohibition measure still prevailed within the City, but the local ordinance was overruled by the Superior Court.²⁷ Historian Jane Apostol notes that while South Pasadenans had voted for the repeal of Prohibition by a slim majority, “support for temperance remained strong and vocal.”²⁸ While bars and liquor stores were established in South Pasadena beginning in the 1930s, their development was limited.

By 1935, the landscape of South Pasadena reflected the effects of the Depression. Construction had begun on those improvement projects funded by the New Deal, but the failure of several of the City’s most significant commercial enterprises was evident, and the second half of the decade marked the closure and/or demolition of many beloved local landmarks. Most notably, the Cawston Ostrich Farm closed in 1935. “The closing of the ostrich farm brought to an end one of the strangest and most spectacular business enterprises ever undertaken in this country,” declared the Los Angeles Times.²⁹ As women’s fashions evolved during the 1920s and 1930s, the demand for ostrich plumes decreased, and the farm could no longer remain financially viable. Arrangements were made to transport the last of the remaining ostriches to the California Zoological Gardens, and the site was cleared for redevelopment, leaving only the workshop and showroom buildings.³⁰ Dairy operations established by David M. Raab in the 1870s closed and were demolished in 1938. The MohrGraham Opera House commercial block was demolished in 1939, as was the Lincoln Park School, which was subsequently replaced by the Lincoln School. When the Opera

²⁵ Apostol, 107.

²⁶ Historic Resources Group and Pasadena Heritage. October 2007. *City of Pasadena Cultural Resources of the Recent Past*. Prepared for the City of Pasadena. P. 27.

²⁷ Apostol, 104.

²⁸ Apostol, 105, 107.

²⁹ “Ostriches Leave Farm for Proposed New Zoo,” *Los Angeles Times*, July 29, 1935.

³⁰ Ainsworth, Ed., “Along El Camino Real,” *Los Angeles Times*, December 6, 1935.

House building was razed, the bricks were repurposed, with some used to pave the walkways at the home of Walter Garmshausen, who later served as mayor.³¹

The evolving landscape highlighted significant changes in transportation as well. The Pacific Electric Railroad ended service along Mission Street in 1932. Trolley tracks and overhead lines were removed from Mission Street and Pasadena Avenue in 1935, when the Pacific Electric company replaced the Big Red Cars with modern motor coaches.³² The elimination of the Big Red Cars reflected the slow demise of passenger rail transport in the face of the public's growing preference for automobile travel. Indeed, the increasing popularity of the automobile played a critical role in the development of suburban neighborhoods throughout the 20th century, allowing communities South Pasadena to expand outward and away from city centers.

The idea of a more direct route linking Los Angeles and Pasadena had been discussed for decades, with surveys for a proposed boulevard through the Arroyo dating from as early as 1895. However, it was not until the 1930s that efforts to construct an Arroyo Seco highway began in earnest. In 1935, Governor Frank Merriam signed legislation that included the Arroyo Seco Parkway in the state highway system but did not specify its exact route.³³ 205 South Pasadenans fought bitterly over how the route might divide their community; finally, the city council voted to approve the route that same year, and a groundbreaking ceremony was held on March 22, 1938, at the intersection of Arroyo Drive and Sterling Place in South Pasadena.

The Arroyo Seco Parkway was the first divided-lane, high-speed, limited-access road in the urban western United States and the first stretch of road for what would become the extensive

Los Angeles freeway network.³⁴ The WPA and PWA, along with numerous local agencies, all contributed to the project. The 8.2-mile roadway was constructed in three stages; the 6-mile initial stage, completed in 1940, was envisioned as both a vital transportation conduit and a scenic boulevard, linking the cities of Pasadena and Los Angeles along a naturally landscaped parkway. Engineers and planners attempted to blend landscaping and native plants into the overall design while implementing safety features appropriate for high-speed travel.³⁵ The final result was hailed as a marvel of engineering, with 40 grade separations including tunnels, bridges, equestrian and pedestrian undercrossings, state-of-the-art safety features and landscape utilizing a native plant palette.³⁶

By 1940, the population of South Pasadena numbered 14,356 residents.³⁷ The effects of the Great Depression were reflected in the Census figures: the 1940 Census was the first since the turn of the century to reflect a population increase of less than 1,000 people. Although

³¹ Apostol, 115.

³² Apostol, 109.

³³ Apostol, 109.

³⁴ Historic American Engineering Record. Accessed August 2020. "Arroyo Seco Parkway." Available at <http://www.arroyoseco.org/HAERASP.pdf>

³⁵ Historic American Engineering Record, "Arroyo Seco Parkway."

³⁶ *South Pasadena Citywide Historic Context Statement*, 15.

³⁷ Apostol, 139.

World War II would not be declared for another year, international events were increasingly intruding on everyday life. Congress approved increased defense appropriations, including funds for a two-ocean navy and the nation's first peacetime conscription, which began in October 1940.³⁸ On December 7, 1941, Japan attacked Pearl Harbor, as well as United States forces in the Philippines. Within twenty-four hours Congress declared war on Japan.

In the decades preceding the attack on Pearl Harbor, there was a population of Japanese residents in South Pasadena. There had been a steady influx of Japanese immigrants to the United States from 1890 through the early 1920s as a result of the Meiji Restoration. In order to finance the desired Westernization of Japan, the government enacted drastic increases in land taxes, which displaced hundreds of thousands of farmers. While other jobs were available within the rapidly evolving Japanese economy, agricultural workers were ill-prepared for industrialization and often left home to find more suitable and better-paying work. Many were lured to the United States by labor contractors, who viewed Japan's experienced agricultural workforce as the answer to demand for increased agricultural production in this country.

However, in response to the surge in foreign population, California enacted the Alien Land Law of 1913, which prevented Japanese immigrants from owning land or profiting through agriculture. As a result, many immigrants found themselves unable to establish a career in their former profession. Japanese and Japanese Americans were compelled to find other work, and many entered the service profession, working as cleaners or gardeners. American citizens of Japanese descent formed a sizable portion of the population in South Pasadena in the 1920s and 1930s, and the present-day Meridian Iron Works served as a Japanese American Center and school in the years before World War II.³⁹

The years between the boom of the 1920s and the wartime conflict of the 1940s were a difficult time for working Americans and for the American economy. The difficulties for Japanese Americans in particular were more indirect in nature, due to their general disenfranchisement.

On the whole, the Great Depression played less havoc with Japanese immigrants than it did with the American people at large, for few of the Issei owned stocks or had significant bank savings. Moreover, the majority of the Issei were farmers, agricultural laborers, gardeners, or domestics; factory workers, who were hurt the most, constituted only a very small percentage of the Japanese labor force.⁴⁰

Following the attack on Pearl Harbor, Japanese Americans living in South Pasadena were subject to forced evacuation, and in 1942 families gathered at the intersection of Mission Street and Fair Oaks Avenue, where they were met by buses which took them to relocation camps.

The landscape and development of South Pasadena changed drastically as a result of World War II. Building efforts and construction materials were dedicated almost entirely to the war

³⁸ Apostol, 123.

³⁹ Thomas, Rick. 2007. *South Pasadena*. Arcadia Publishing. P. 53.

⁴⁰ Tsuchida, Nobuya. 1984. "Japanese Gardeners in Southern California, 1900-1941." In *Labor Immigration under Capitalism*. Edited by Lucie Cheng and Edna Bonacich. University of California Press. P. 442.

effort, and little private residential or commercial development took place during the first half of the 1940s. In fact, the FHA decreed that due to the scarcity of building materials, only temporary housing could be constructed during the war.⁴¹ The lean years of the Depression and World War II motivated experimentation in residential architecture, and many local architects were devoted to finding a solution to the problem of low-cost housing. Architects who matured in the 1930s were particularly interested in architecture as a cure for social problems, and many were acutely interested in solving the crisis of sanitary, affordable, and attractive low-cost housing.⁴² As Esther McCoy states, “when practice wanes, theory flourishes,” so work on low-cost housing solutions continued during the war.⁴³ Prominent architects such as Gregory Ain and Wallace Neff both developed their own concept designs for low-cost housing models.

Gregory Ain is best known in California for his work in this arena. In 1940, Ain received a Guggenheim fellowship to research structural systems that would cut costs and speed construction. Ain emphasized low-maintenance homes that would appeal to women running households devoid of help from servants. Ain’s ideas were similar to those explored in the Case Study Program, and to many scholars it is surprising that he was not invited to participate. His work during the Depression, and his efforts to create defense worker housing during the War indicate that his talents would have greatly enhanced John Entenza’s ambitious program.⁴⁴

While Wallace Neff is better known for his upscale Period Revival homes for wealthy clients, he also had a lifelong interest in low-cost housing. In 1941, Neff developed the “bubble house,” which utilized Airform construction. The Airform method called for a giant balloon to be inflated to create the building’s round form before being coated in gunite to create the walls and ceiling of the house. A bubble house, free of load-bearing supports, could be completed in less than 48 hours. The bubble house was Neff’s direct response to the shortage of traditional building materials during the war, as well as the need for innovative and inexpensive housing for defense workers.⁴⁵ Throughout his lifetime, Neff frequently said that Airform construction permitted the best design for the least money using materials that were plentiful.⁴⁶ Two examples of bubble houses were constructed in the area: one in Pasadena for Neff’s brother, Andrew, which was completed in 1946 and is likely the last remaining example of this housing type in the United States. That same year Neff also built a second bubble house on Alta Vista Drive in South Pasadena, which is no longer extant.

⁴¹ Thomas Hines, as quoted in *City of Pasadena Cultural Resources of the Recent Past*, 25.

⁴² Esther McCoy, as quoted in *City of Pasadena Cultural Resources of the Recent Past*, 26.

⁴³ *City of Pasadena Cultural Resources of the Recent Past*, 26.

⁴⁴ *City of Pasadena Cultural Resources of the Recent Past*, 26.

⁴⁵ *City of Pasadena Cultural Resources of the Recent Past*, 28.

⁴⁶ “The Rise and Fall of Wallace Neff’s bubble houses,” *Los Angeles Times*, December 30, 2011. Available at http://latimesblogs.latimes.com/home_blog/2011/12/wallace-neff-bubble-houses.html. See also “In Pasadena, Wallace Neff’s Last Remaining ‘Bubble House,’” *Los Angeles Times*, December 30, 2011. Available at http://latimesblogs.latimes.com/home_blog/2011/12/wallace-neff-shell-house.html. The construction of the South Pasadena bubble house was funded by Eleanor Ince, widow of silent film director Thomas Ince. When Wallace Neff and his wife separated, Mrs. Neff moved into the house with her children.

SECTION 6.0
DESCRIPTION OF EVALUATED RESOURCES

6.1 ARCHITECTURAL DESCRIPTION

The 835-square-foot Minimal Traditional style building is generally located in the center of the parcel and features an irregular footprint. The cross-hipped roof, with boxed eaves, is clad in composition shingles. An oversized chimney located near the intersection of the hips is out of scale with the building. Although CEQA does not regulate privately owned interior spaces, the interior was toured during the site visit. There is no fireplace, heater, or other source of flame/sparks for which a chimney would be required. The chimney does not appear to be original to the building, and its function is unknown. The exterior walls are clad in a secondary coat of textured stucco. The secondary coat of stucco is spalling in many places, and substantial cracking at the foundation is found throughout the building. All of the windows have been replaced with vinyl sliding- and fixed-pane units (Figure 4, *23 Short Way*).



Figure 4. 23 Short Way (Facing Southeast)
SOURCE: *Sapphos Environmental, Inc., 2020*

Primary (Northern) Façade

The primary entrance is generally centered on the façade and is raised. The cast concrete porch, clad in brick veneer, allows access to the primary entrance. A rounded awning clad in bead board shelters the primary entryway (Figure 5, *Primary [Northern] Façade, 23 Short Way*).



Figure 5. Primary (Northern) Façade, 23 Short Way
SOURCE: Sapphos Environmental, Inc., 2020

Western Façade

An attached two-car garage projects from the southwest corner of the building. The garage features a modern roll-up door. Additionally, a window adjacent to the garage was replaced with a greenhouse-type window at an unknown date (Figure 6, *View of Garage and Western Facade, 23 Short Way*).



Figure 6. View of Garage and Western Façade, 23 Short Way
SOURCE: Sapphos Environmental, Inc., 2020

Southern Façade

The southern façade is generally ‘U’-shaped in plan with a recessed central patio area. A wood trellis was constructed in the recessed area at an unknown date. Several wood French doors are located on this façade, and all of the French doors are in poor condition (Figure 7, *Southern Façade, 23 Short Way*).



Figure 7. Southern Façade, 23 Short Way
SOURCE: Sapphos Environmental, Inc., 2020

A pedestrian entrance on the eastern façade of the detached garage abuts a closet to house the water heater. A small concrete porch leads to the entryway on the projecting arm of the ‘U’ (Figure 8, *Southern Façade, 23 Short Way*).



Figure 8. Southern Façade, 23 Short Way
SOURCE: *Sapphos Environmental, Inc., 2020*

Eastern (Rear) Façade

The eastern façade is clad in textured stucco and features a vinyl sash with lunette window that appears to date to the 1980s (Figure 9, *Eastern Façade, 23 Short Way*).

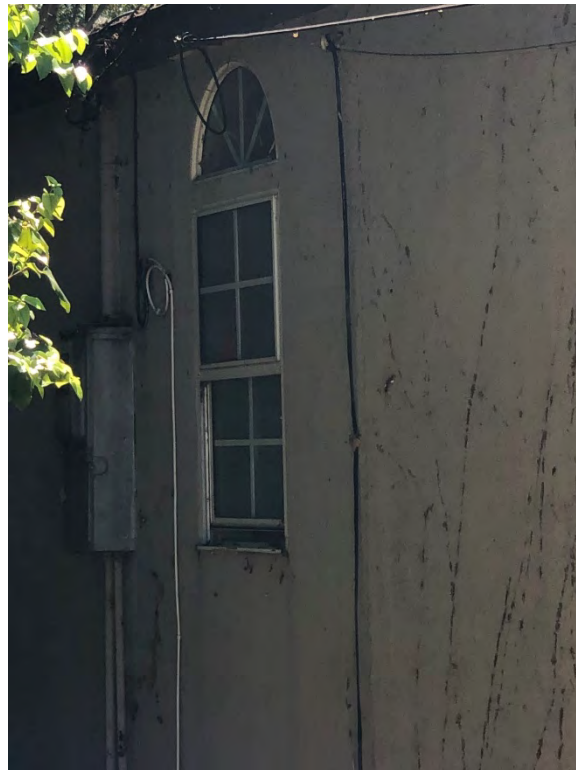


Figure 9. Eastern Façade, 23 Short Way
SOURCE: *Sapphos Environmental, Inc., 2020*

SECTION 7.0 PROPERTY HISTORY

7.1 CONSTRUCTION HISTORY

The subject property was constructed in 1939 for owner Madeline Mueller (see subsection 7.2, *Ownership/Occupant History*). No architect was identified on the permit. The subject property was built by Pacific System Homes.⁴⁷ No information was found on Pacific System Homes to suggest the company was significant in the history of the development of South Pasadena. The subject property is located in the Oak Hill Park Tract, which was recorded by Ralph Roseng in 1902.⁴⁸ No information pertaining to the career of Roseng was found in historic issues of the *Los Angeles Times* or the *Los Angeles Sentinel*. Based upon the lack of press coverage, Roseng does not appear to be a significant real estate developer.

7.2 OWNERSHIP/OCCUPANT HISTORY

Although the City provided a copy of the Assessor inspection records, the inspection records did not include previous owner information. The Los Angeles County Assessor's parcel data was not available at the time this report was prepared and was not reviewed for the subject property. A list of previous owners was compiled based on the permit history (Table 1, *Ownership History, 23 Short Way*):

**TABLE 1
OWNERSHIP HISTORY, 23 SHORT WAY**

Date	Owners
1939	Madeline Mueller
1969	Carl W. Peace
1992	Enrique Silva

Carl W. Peace was a native of New York, lived in Glendale prior to purchasing the subject property, and worked as a salesman in an unknown industry.⁴⁹ No information was found in the historic issues of the *Los Angeles Times*, *Los Angeles Sentinel*, census records, or in City directories for Madeline Mueller and Enrique Silva.

7.3 USE HISTORY

The subject property was constructed as a single-family residence and is currently vacant.

⁴⁷ City of South Pasadena. Building Permit No. 7712, Issued on September 7, 1939.

⁴⁸ County of Los Angeles, Department of Public Works. Land Records Viewer. Oak Hill Park Tract, October 1902.

⁴⁹ Ancestry.com. 1940 United States Federal Census [database online].

SECTION 8.0

HISTORIC CONTEXT

The subject property was evaluated using the guidelines for evaluation presented in the Citywide Historic Context Statement developed in 2014.⁵⁰ The theme consulted was the Great Depression and World War II (1930–1944).

In South Pasadena, most residential construction projects were halted during the Great Depression. Throughout most of the 1930s, the average contractor in California built no more than four homes per year.⁵¹ What little development did take place during this period was primarily infill development in previously established neighborhoods. By 1930, most residential neighborhoods in South Pasadena were developed, with the exception of Raymond Hill and Monterey Hills. Between 1930 and 1945, only 16 tracts were subdivided, and the majority contained fewer than 25 lots. A notable exception was Tract No. 10950, which was developed by California Subdividers Ltd. Developed in 1936, the tract contained 86 lots in the area bordered by Huntington Drive to the north, Primrose Avenue to the east, Maple Street to the south, and Fremont Avenue to the west.

One-story dwellings prevailed, with only 29 percent of residences constructed comprising two stories or more.⁵² Large, two-story homes were located primarily east of Fair Oaks Avenue between Monterey Road and Oak Street, west of Fair Oaks Avenue, and north of Grevelia Street.⁵³ Multi-family residential development proliferated, with most construction occurring along main thoroughfares such as Huntington Drive, Monterey Road, and Fremont Avenue.⁵⁴ Wood frame construction was utilized almost exclusively, with several exceptions constructed in brick, decorative stone, or tile.⁵⁵ Architectural styles of the 1930s continued to reflect the revival precedents that were popular in the 1920s.

8.1 MID-20TH CENTURY GROWTH (1945–1972)

Theme: Depression and World War II

Period of Significance: 1930–1944

Property Type: Single-family residence; multi-family residence, including bungalow court, apartment house, duplex, fourplex, and courtyard apartment; historic district

Residences from this period range from small, one-story minimal houses, to one- and two-story residences designed in popular architectural styles of the period. Since there was little single-family residential development during this period, residences constructed during this period will most likely be eligible under the Architecture and Design context, rather than representing an important

⁵⁰ *South Pasadena Citywide Context Statement.*

⁵¹ California Department of Transportation. 2011. *Tract Housing in California, 1945-1973: A Context for National Register Evaluation.* P. 4.

⁵² *South Pasadena Citywide Context Statement*, 14.

⁵³ *South Pasadena Citywide Context Statement*, 15.

⁵⁴ Sapphos Environmental, Inc. 2007. Historic Resources Technical Report, City of South Pasadena Downtown Revitalization Project Environmental Impact Report. Prepared for RBF Consulting. P. 5-5.

⁵⁵ *South Pasadena Citywide Context Statement*, 14.

development pattern or trend in the City.

Eligibility Criteria

A/1/B (Event): As an excellent or rare example of 1930s residential development in South Pasadena. As there was little development during this period, it is unlikely that an individual residence will be eligible under this criterion.

A/1/B (Event) & C/3/D (Design/Construction): As an excellent or rare example of a multi-family residential development or a particular multi-family residential property type from the period.

Local Criterion A (Community Character): As having character, interest, or value as a part of the heritage of the community.

B/2/C (Person): For its association with a significant person. Significant persons within this theme include members of the community who may have been influential in the development of South Pasadena during this period, or who gained significance within their profession. A property is not eligible under this criterion if its only justification for significance is that it was owned or used by a person of importance. Properties eligible under this criterion are those associated with a person's productive life, reflecting the time period when he or she achieved significance.

Integrity Considerations

In order to be eligible for listing at the federal, state, or local levels, a property must retain sufficient integrity to convey its historic significance under the Residential Development 1930–1944 theme.

A/1/B (Event): A residential property from this period eligible under Criteria A/1/B (Event) should retain integrity of location, design, workman, materials, feeling, and association, at a minimum, in order to reflect the important association with the City's residential development during this period. The historic setting should also be relatively unaltered. A property that has lost some historic materials or details can be eligible if it retains the majority of the features that illustrate its style in terms of the massing, spatial relationships, proportion, pattern of windows and doors, texture of materials, and ornamentation. The property is not eligible, however, if it retains some basic features conveying massing but has lost the majority of the features that once characterized its style.⁵⁶

B/2/C (Person): A property that is significant for its historic association is eligible if it retains the essential physical features that made up its character or appearance during the period of its association with the important event, historical pattern, or person(s).⁵⁷ A residential property significant under Criterion B/2/C (Person) should retain integrity of location, design, feeling, and association, at a minimum, in order to convey the historic association with a significant person.

⁵⁶ National Register Bulletin 15.

⁵⁷ National Register Bulletin 15.

Residential Development 1930–1944: Registration Requirements – To be eligible under the Residential Development 1930–1944 theme, a property must

- Date from the period of significance;
- Display most of the character-defining features of the property type or style; and
- Retain the essential aspects of integrity.

SECTION 9.0 EVALUATION OF ELIGIBILITY

9.1 NATIONAL REGISTER OF HISTORIC PLACES

National Register Criterion A

The subject property was improved in 1939, 37 years after the Oak Hill Tract map was recorded. The majority of the neighboring buildings more closely relate to the early development of this tract: large and modest Craftsman and vernacular cottages. The subject property was improved late in the period of the 1930s following the end of the Great Depression. The subject property is an indistinguishable example of infill development that was beginning to increase as the economic grip of the Depression waned. The building is a modest Minimal Traditional and is not an excellent or rare example of 1930s development in South Pasadena due to substantial loss of integrity of design, materials, workmanship, feeling, and association. The subject property is not associated with a specific event of the development of South Pasadena during the 1930s; furthermore, the building does not retain sufficient integrity to convey an association should one exist. Therefore, the subject property is ineligible for listing in the National Register pursuant to Criterion A.

National Register Criterion B

No information was found to suggest that any of the previous owners or residents were historic personages who made demonstrably significant contributions to the history of the nation, state, or region; or that any other individuals of historical significance were associated with the property. Therefore, the subject property is ineligible for listing in the National Register under Criterion B.

National Register Criterion C

The subject property was improved in 1939 by Pacific System Homes. No information was found to suggest that Pacific System Homes was a significant real estate developer. The subject property features a modest Minimal Traditional-style single-family residence that has been substantially altered and is in poor condition. The alterations are described in Section 6.0. The subject property does not embody the distinctive characteristics of a type, period, region, or method of construction; represent the work of an important creative individual; or possess high artistic values. Therefore, the subject property is ineligible for listing in the National Register under Criterion C.

National Register Criterion D

Criterion D was not considered in this report as it generally applies to archaeological resources. Additionally, there is no reason to believe the property has the potential to yield important information regarding prehistory or history.

9.2 CALIFORNIA REGISTER OF HISTORICAL RESOURCES

The California Register eligibility criteria mirror those of the National Register. Therefore, the subject property is not eligible for listing in the California Register for the same reasons outlined above.

9.3 CITY OF SOUTH PASADENA HISTORIC LANDMARK

The City has established 11 criteria (1–11) for eligibility. Only those that were listed within the Citywide Historic Context Statement for evaluation of the themes listed in the previous section of this report were employed for this evaluation as follows:

A/1/B (Event): Excellent or rare example of 1930s residential development.

A/1/B (Event) & C/3/D (Design/Construction): As an excellent or rare examples of a multi-family residential development type from the period.

Local Criterion A (Community Character): Character, interest, or value as part of the heritage of the community.

B/2/C (Person): Associated with a significant person.

Criteria A/1/B (Event): The subject property was improved in 1939, 37 years after the Oak Hill Tract map was recorded. The majority of the neighboring buildings more closely relate to the early development of this tract: large and modest Craftsman and vernacular cottages. The subject property was improved late in the period of the 1930s following the end of the Great Depression. The subject property is an indistinguishable example of infill development that was beginning to increase as the economic grip of the Depression waned. The building is a modest Minimal Traditional and is not an excellent or rare example of 1930s development in South Pasadena due to substantial loss of integrity of design, materials, workmanship, feeling, and association. The subject property is not associated with a specific event of the development of South Pasadena during the 1930s; furthermore, the building does not retain sufficient integrity to convey an association should one exist. Therefore, the subject property is ineligible for listing in the National Register pursuant to Criterion A/1/B.

A/1/B (Event) & C/3/D (Design/Construction): The subject property is a single-family residence, not a multi-family residential development. Therefore, Criterion A/1/B does not apply.

Local Criterion A (Community Character): The subject property does not fit into the community character of this block of Short Way because it reflects a design that is not cohesively found in the neighborhood. The building has been substantially altered, further detracting from the character of the community. Lastly, the subject property does not reflect a landscape design of any sort, further degrading the character of the community. Furthermore, the community does not reflect a specific style of architecture or period of development, and does not reflect a cohesive character. Therefore, the subject property is ineligible for Historic Landmark design pursuant to Local Criterion A for community character.

B/2/2 (Person): Persons who made demonstrably significant contributions to the nation, state, or region are not known to be associated with this property pursuant to Criterion B. The property located at 23 Short Way is not associated with a person who significantly contributed to the culture and development of the city, state, or nation. Therefore, the property is not eligible for listing pursuant to Criteria B/2/2.

9.4 INTEGRITY

The subject property was improved in 1939 and was substantially altered with vinyl windows, changes in window openings, and secondary coat of stucco that is spalling. The subject property no

longer retains integrity of design, materials, or workmanship from original construction.

9.5 CONCLUSIONS

Based on the information above, the subject property is not eligible for listing as a South Pasadena Historic Landmark and does not possess sufficient historic or architectural merit for consideration in the National Register or the California Register. The appropriate California Historical Resource Status Code for the subject property is 6Z, or "Found ineligible for [National Register], [California Register] or local designation through survey evaluation." Therefore, the subject property is not considered a historical resource pursuant to Section 15064.5(a) of the CEQA Guidelines and the proposed project would not result in a substantial adverse change to historical resources pursuant to Section 15064.5(b) of the CEQA Guidelines.

SECTION 10.0 SOURCES

- Ainsworth, Ed., "Along El Camino Real," *Los Angeles Times*, December 6, 1935.
- Ancestry.com. 1940 United States Federal Census [database online].
- Apostol, Jane. 1987. *South Pasadena: A Centennial History*. South Pasadena Public Library.
- California Department of Transportation. 2011. *Tract Housing in California, 1945-1973: A Context for National Register Evaluation*.
- California Office of Historic Preservation. 1999. *California State Law and Historic Preservation*, 4853 (c).
- Carpenter, Thomas D. 1984. *Pasadena: Resort Hotels and Paradise*. Castle Green Times.
- City of South Pasadena Planning & Building Department. 16 December 2014. *City of South Pasadena Citywide Historic Context Statement*. Prepared by: Historic Resources Group, Pasadena, CA. Accessed July 2020. Available at: <https://www.southpasadenaca.gov/home/showdocument?id=5578>
- City of South Pasadena Planning & Building Department. June 2017. *City of South Pasadena Historic Resources Survey*. Prepared by: Historic Resources Group, Pasadena, CA. Accessed April 25, 2018. Available at: <http://www.ci.south-pasadena.ca.us/modules/showdocument.aspx?documentid=13228>
- City of South Pasadena Planning & Building Department. June 2017. *City of South Pasadena Historic Resources Survey*. Prepared by: Historic Resources Group, Pasadena, CA. Accessed April 25, 2018. Available at: <http://www.ci.south-pasadena.ca.us/modules/showdocument.aspx?documentid=13228>
- City of South Pasadena. Building Permit No. 7712, Issued on September 7, 1939.
- County of Los Angeles, Department of Public Works. Land Records Viewer. Oak Hill Park Tract, October 1902.
- "Display Ad 8," *Los Angeles Times*, July 22, 1934.
- Historic American Engineering Record. Accessed August 2020. "Arroyo Seco Parkway." Available at <http://www.arroyoseco.org/HAERASP.pdf>
- Historic Resources Group and Pasadena Heritage. October 2007. *City of Pasadena Cultural Resources of the Recent Past*. Prepared for the City of Pasadena.
- "In Pasadena, Wallace Neff's Last Remaining 'Bubble House'," *Los Angeles Times*, December 30, 2011. Available at http://latimesblogs.latimes.com/home_blog/2011/12/wallace-neff-shell-house.html

National Park Service, U.S. Department of the Interior. 2017. *National Register Bulletin, How to Apply the National Register Criteria for Evaluation*. Washington, DC. Available at: <https://www.nps.gov/nr/publications/bulletins/nrb15/>

National Park Service, U.S. Department of the Interior. *National Register Bulletin 24. Guidelines for Local Surveys: A Basis for Preservation Planning*. Washington, DC. Accessed August 18, 2006. Available at: <http://www.cr.nps.gov/nr/publications/bulletins/nrb24/chapter1.htm>

"Ostriches Leave Farm for Proposed New Zoo," *Los Angeles Times*, July 29, 1935.

"The Rise and Fall of Wallace Neff's bubble houses," *Los Angeles Times*, December 30, 2011. Available at http://latimesblogs.latimes.com/home_blog/2011/12/wallace-neff-bubble-houses.html.

Sapphos Environmental, Inc. 2007. Historic Resources Technical Report, City of South Pasadena Downtown Revitalization Project Environmental Impact Report. Prepared for RBF Consulting.

South Pasadena Municipal Code, Chapter 2, Article IVH, Cultural Heritage Commission. Accessed April 25, 2018. Available at: <http://www.ci.south-pasadena.ca.us/modules/showdocument.aspx?documentid=8866>

Starr, Kevin. 1996. *Endangered Dreams: The Great Depression in California*. Oxford University Press.

Thomas, Rick. 2007. *South Pasadena*. Arcadia Publishing.

Tsuchida, Nobuya. 1984. "Japanese Gardeners in Southern California, 1900-1941." In *Labor Immigration under Capitalism*. Edited by Lucie Cheng and Edna Bonacich. University of California Press.

U.S. Department of the Interior, National Park Service. Accessed August 18, 2006. *National Register Bulletin 24. Guidelines for Local Surveys: A Basis for Preservation Planning*. Washington, DC. Available at: <http://www.cr.nps.gov/nr/publications/bulletins/nrb24/chapter1.htm>



Cultural Heritage Commission Agenda Report

ITEM NO. 3

DATE: September 17, 2020

TO: Chair and Members of the Cultural Heritage Commission

FROM: Kanika Kith, Planning Manager

PREPARED BY: Aneli Gonzalez, Management Planning Intern
Malinda Lim, Associate Planner

SUBJECT: **Project No. 2305-MIL** – Recommendation of a Mills Act Contract Located at 1506 Rollin Street (Assessor’s Parcel Number 5319-004-013)

Recommendation

Staff recommends that the Commission have the Applicant re-evaluate their financial analysis and work plan for 1506 Rollin Street, which is a contributor to the designated Rollin Craftsman Cluster District.

Discussion/Analysis

On February 19, 2020 the property owners of 1506 Rollin Street submitted a Letter of Intent to apply for a Mills Act contract. On August 24, 2020 a Subcommittee composed of Commissioners Rebecca Thompson and Steve Friedman was formed to review the submitted materials for the Mills Act request and to conduct an on-site meeting with the homeowner to inspect the condition of the property.

A formal Mills Act application was filed on August 8, 2020 by the property owner. The Subcommittee reviewed the application along with the proposed work plan and recommends approval of the Mills Act application. Staff finds that the subject property does not qualify for a Mills Act contract because it fails to meet criteria (i) for a Mills Act contract as listed in South Pasadena Municipal Code Section 2.68(B)(1)(c). The Rollin Street Cluster Historic District was designated as a local historic district on June 17, 2020 via Resolution No. 7659.

Proposed Scope of Work

The applicant has provided information regarding the condition of the historic property and a proposed rehabilitation and maintenance work plan was prepared by Marina Khrustaleva. The following is a listing of the work plan and restoration items and costs provided in the rehabilitation and restoration plans and the maintenance program (**Attachment 1**):

Proposed Scope of Work and Description

Est. Cost

<p>Restore original wood windows and French doors <i>All preparatory work will be undertaken in compliance with the Secretary of Interior's Standards. All surfaces to be treated with the gentlest means possible.</i></p>	<p>\$ 7,800</p>
<p>Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones <i>Match design, stain, and finish of the existing wood windows.</i></p>	<p>\$ 8,500</p>
<p>Restore damaged siding and shingles and repaint the house <i>Wood elements shall be restored and may be replaced in-kind only if deteriorated beyond repair. Damaged or deteriorated paint shall be removed using the gentlest method possible (preferably hand-scraping or hand-sanding). The color shall be period-appropriate.</i></p>	<p>\$19,300</p>
<p>Repair and reinforce the roof frame <i>The Building Inspection Report identifies a number of issues related to the roof frame to be addressed: split rafter above the kitchen; split purlin wall at the front of the home; undersized ridge board. Restore to ensure structural stability.</i></p>	<p>\$4,500</p>

<p>Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing</p> <p><i>Foundation repairs and expanding the crawlspace according to industry standards and applicable building codes.</i></p>	<p>\$13,800</p>
<p>Repair cracks in the concrete porch and stone porch wall</p> <p><i>Remove failing mortar in the joints between the stones. Restore the vertical crack in the stone portion of the porch wall.</i></p> <p><i>Repair / recreate the 15-foot wall cup and the porch floor.</i></p> <p><i>Repair of historic concrete may consist of either patching the historic material or filling it with new material to match the historic material and detailing.</i></p>	<p>\$39,100</p>
<p>Repair damaged driveway</p> <p><i>Driveway is considered to be a character-defining feature of the Rollin Craftsman Cluster Historic District landscaping.</i></p> <p><i>Repair and replace concrete in-kind.</i></p>	<p>\$7,900</p>
<p>Inspect the chimney, repair cracks or restore to the original appearance if possible</p> <p><i>The Building Inspection Report identifies cracks inside the chimney and recommends additional inspection. The exterior of the chimney was stuccoed (probably, in 1990), with its footing not reaching the ground level – see a photo attached. It is possible that originally the chimney was built of Arroyo river stone, same as used for the porch wall and the fireplace mantel. If this original stone chimney proves to be intact under the stucco, the home owner is willing to restore it back to the original condition.</i></p> <p><i>Chimney Level-2 inspection</i></p> <p><i>Allowance for potential chimney restoration</i></p>	<p>\$250</p> <p>\$28,000 (TBD)</p>

Preserve interior wood trim and paneling (per the CHC subcommittee recommendation) <i>Restore, wax, and touch up interior wood paneling to match existing finish.</i>	\$3,800
Replace outdated plumbing and electricity	\$16,200
Maintenance:	
Annual termite inspection (\$150) Fumigation treatment, if needed	\$ 6,000

Work Plan 2021:

- Restore original wood windows and French doors (\$7,800)
- Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original (\$8,500)

Work Plan 2022:

Restore damaged wood siding shingles, and repaint the house (\$19,300)

Work Plan 2023:

- Repair the roof frame including a spit rafter (\$4,500)

Work Plan 2024:

- Reinforce foundation, including bolting the walls per state requirement, and excavating the 18” crawlspace to provide access to plumbing (\$13,800)

Work Plan 2025:

- Repair cracks in the concrete porch and stone porch wall (\$39,100)
- Repair damaged driveway (\$7,900)

Work Plan 2026:

- Inspect chimney, repair cracks or restore to the original appearance if possible (\$250, inspection) (\$28,000 restoration, not included in overall scope of work)

Work Plan 2027:

- Preserve interior wood trim and paneling – (\$3,800)
Does not qualify for Mills Act Contract, the cost has been deducted from overall scope of work.

Work Plan 2028:

- Replace outdated plumbing and electricity (\$16,200)

Annually:

- Maintenance work, such as yearly inspection of wood structure for termites and treatment if necessary. Does not qualify for Mills Act Contract, the cost has been deducted from overall scope of work. (\$150, inspection; \$6,000 fumigation treatment)

Financial Investment and Analysis:

The total cost of the proposed scope of work is \$117,350. The total tax savings for the owners is estimated at \$119,070. The financial analysis for the project is included in the rehabilitation and restoration plans and the maintenance program.

Property Tax Reduction:

The total estimated cost to the city as a result of property tax reduction is approximately \$19,050 over the ten year life of the contract, which amounts to \$1,095 annually.

Criteria for Mills Act Contract (SPMC Section 2.68B.1.c.)

As outlined in the Cultural Heritage Ordinance, in considering the merits of a proposed Mills Act Contract, the Commission shall use the following criteria in making a recommendation to the City Council. Staff reviewed the proposed work plan and provided the following finding for recommendation of approval to City Council:

- (i) Financial Investment. The estimated tax benefit is not expected to exceed the applicant's proposed financial investment in the cultural resource over the first 10 years of the contract.**

The estimated tax benefit is expected to exceed the Applicant's proposed financial investment in the cultural resource over the first 10 years of the contract. The total cost of the proposed scope of work is \$117,350 and the estimated total tax savings to the owner is \$119,070. This would create a surplus of \$1,720 in tax benefits.

- (ii) Public Benefit. The proposed Mills Act contract features a work plan that will provide a benefit to the public by: rehabilitating the property for continued occupancy or adaptive reuse; improved viability through systems upgrades and structural reinforcement upgrades; preserving and maintaining the character-defining features of the property, and/or restoring character-defining features of the property that have been significantly altered or removed over time.**

The application proposes significant repairs and restoration of the concrete porch and stone wall, driveway, would restore damaged siding, shingles, and windows that are visible to the public from the sidewalk and street. The proposed improvements will contribute to the preservation of this contributing property in the designated local historic district.

- (iii) Retroactive Limitations. The estimated tax benefit will not be used for any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty.**

The application does not propose maintenance or alteration work that was previously completed or initiated.

- (iv) Limitations on Maintenance. The estimated tax benefit will not be used for routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements.**

The application does propose to use the estimated tax benefit for maintenance of the property for an annual termite inspection. The cost for the inspection is \$150, if required the cost of the fumigation treatment is \$6,000. This cost has been deducted from overall scope of work since it does not qualify for Mills Act Contract.

- (v) Limitations on Interior Work. The estimated tax benefit will not be used for work within the interior of a cultural resource unless the commission determines the following exceptions should be made: the interior work is necessary to improve the structural integrity of the property; the interior work is necessary to preserve and maintain character-defining features within the cultural resource that are specifically identified as part of the official landmark nomination; and/or the interior work is necessary to preserve and maintain character-defining features of the property that were discovered subsequent to its landmark designation. The commission must first determine that those interior features are character-defining based on substantial evidence provided by the applicant.**

The proposed work plan includes interior work of preserving the interior wood trim and paneling which does not qualify because the subject property is not a historic landmark property. Therefore, the cost without the interior work is \$117,350 and therefore would be less than the tax savings benefit amount. It is estimated that the entire scope of work will be completed by the eighth year (2028) of the Mills Act contract.

- (vi) Limitations on Landscaping. The estimated tax benefit will not be used for landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.**

The application does not propose landscaping work.

Environmental Review:

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15308, Class 8: Actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment.

Public Notification of Agenda Item:

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website, in the South Pasadena Review newspaper, and individual property mailings to those within 300 feet of the project site.

Cultural Heritage Commission
September 17, 2020

1506 Rollin Street – 2305-MIL
Page 7 of 7

Next Steps:

The applicant will provide a revised financial analysis before the Subcommittee for review.

Attachment:

1. Final Mills Act Application and Work Plan
2. Mills Act Letter of Intent

ATTACHMENT 1
Final Mills Act Application and Work Plan



City of South Pasadena - MILLS ACT APPLICATION

ALL ITEMS ON THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE THE APPROVAL PROCEDURE MAY BEGIN.

1. Property Address for this application: 1506 Rollin St., South Pasadena, CA 91030

2. Existing use of this property: Single-family Residence

3. Assessor's Parcel Number: 5319-004-013
(Please attach proof of legal description, ie. Copy of Deed or Property Profile)

4. Rehabilitation and maintenance needed (attach maintenance plan):
See attached maintenance plan labeled
"Section II Rehabilitation Plan, Maintenance List", and
"Section III Cost Estimate of Rehabilitation/Maintenance Plan."

5. Date of Designation: 06/17/2020

6. Check those that apply to this property:
National Register: Listed Eligible California Register: Listed

Is this property listed as part of an established historic district? Yes No

If so, what district? Rollin Craftsman Cluster

Is this property a South Pasadena Landmark? Yes No

7. List any public or private funds granted for the restoration of the resource.
None

8. Owner Information: Li Li and Shen Chong

Owner's Name
1506 Rollin St., South Pasadena, CA 91030

Street, City, State, Zip

(626) 282-9186 (626) 282-9186

Home Number Work Number

(626) 282-9186 (626) 282-9186

Cell Number Fax No.

<schong2@go.pasadena.edu>
E-mail:

9. Primary Contact Person:

Samuel (Shen) Chong

Name

1506 Rollin St., South Pasadena, CA 91030

Street, City, State, Zip

(626) 282-9186

Home Number

(626) 282-9186

Work Number

(626) 282-9186

Cell Number

(626) 282-9186

Fax No.

E-mail: <schong2@go.pasadena.edu>

Owner's Affidavit
(to be notarized)

State of California
County of Los Angeles

I/We Li Li and Shen Chong hereby declare under penalty of perjury that I/we am/are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s):

[Signature]

(Signature)

[Signature]

(Signature)

Owner(s) Address:

1506 Rollin St.

Street Address

South Pasadena, CA 91030

City, State and Zip Code

(626) 282-9186

Telephone Number

1506 Rollin St.

Street Address

South Pasadena, CA 91030

City, State and Zip Code

(626) 487-8909

Telephone Number

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to before me on this 24th day of JUN, 2020,
Li Li and Shen Chong

[Signature]

Signature of Notary



The notary commission extended pursuant to Executive Order N-63-20.



Mills Act Application

1506 Rollin Street, South Pasadena, CA 91030

- Rehabilitation Plan, Maintenance List
- Work Plan and Cost Estimate
- Financial Analysis

Prepared for: Li Li and Shen Chong

Prepared by: Marina Khrustaleva

August, 2020

Mills Act Application, 1506 Rollin Street, South Pasadena

Section II: Rehabilitation Plan, Maintenance List, and Reporting System

<i>Proposed Scope of Work</i>	<i>Year</i>
Restore original wood windows and French doors	2021
Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones	2021
Restore damaged siding and shingles and repaint the house	2022
Repair roof frame including a split rafter	2023
Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing	2024
Repair cracks in the concrete porch and stone porch wall	2025
Repair damaged driveway	2025
Inspect the chimney, repair cracks or restore to the original appearance if possible	2026
Preserve interior wood trim and paneling	2027
Replace outdated plumbing and electricity	2028

Maintenance:

Check wood structure for termites and treat if necessary

Annually

Reporting System:

The property owners of 1506 Rollin Street will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates and photos on the Mills Act work plan.

Certificates of Appropriateness (CoA) will be obtained by property owners for major work efforts, as required by the City of Pasadena Cultural Heritage Ordinance. The CoA may be needed for the restoration of the river stone chimney.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs.

Mills Act Application, 1506 Rollin Street, South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

Proposed Scope of Work and Description

Est. Cost

<p>Restore original wood windows and French doors</p> <p><i>All preparatory work will be undertaken in compliance with the Secretary of Interior's Standards. All surfaces to be treated with the gentlest means possible.</i></p>	<p>\$ 7,800</p>
<p>Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones</p> <p><i>Match design, stain, and finish of the existing wood windows.</i></p>	<p>\$ 8,500</p>
<p>Restore damaged siding and shingles and repaint the house</p> <p><i>Wood elements shall be restored and may be replaced in-kind only if deteriorated beyond repair. Damaged or deteriorated paint shall be removed using the gentlest method possible (preferably hand-scraping or hand-sanding). The color shall be period-appropriate.</i></p>	<p>\$19,300</p>
<p>Repair and reinforce the roof frame</p> <p><i>The Building Inspection Report identifies a number of issues related to the roof frame to be addressed: split rafter above the kitchen; split purlin wall at the front of the home; undersized ridge board.</i></p> <p><i>Restore to ensure structural stability.</i></p>	<p>\$4,500</p>

Item No. 3

<p>Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing</p> <p><i>Foundation repairs and expanding the crawlspace according to industry standards and applicable building codes.</i></p>	<p>\$13,800</p>
<p>Repair cracks in the concrete porch and stone porch wall</p> <p><i>Remove failing mortar in the joints between the stones. Restore the vertical crack in the stone portion of the porch wall.</i></p> <p><i>Repair / recreate the 15-foot wall cup and the porch floor.</i></p> <p><i>Repair of historic concrete may consist of either patching the historic material or filling it with new material to match the historic material and detailing.</i></p>	<p>\$39,100</p>
<p>Repair damaged driveway</p> <p><i>Driveway is considered to be a character-defining feature of the Rollin Craftsman Cluster Historic District landscaping.</i></p> <p><i>Repair and replace concrete in-kind.</i></p>	<p>\$7,900</p>
<p>Inspect the chimney, repair cracks or restore to the original appearance if possible</p> <p><i>The Building Inspection Report identifies cracks inside the chimney and recommends additional inspection. The exterior of the chimney was stuccoed (probably, in 1990), with its footing not reaching the ground level – see a photo attached. It is possible that originally the chimney was built of Arroyo river stone, same as used for the porch wall and the fireplace mantel. If this original stone chimney proves to be intact under the stucco, the home owner is willing to restore it back to the original condition.</i></p> <p><i>Chimney Level-2 inspection</i></p> <p><i>Allowance for potential chimney restoration</i></p>	<p>\$250</p> <p>\$28,000</p> <p>(TBD)</p>

Item No. 3

Preserve interior wood trim and paneling (per the CHC subcommittee recommendation) <i>Restore, wax, and touch up interior wood paneling to match existing finish.</i>	\$3,800
Replace outdated plumbing and electricity	\$16,200
<i>Maintenance:</i>	
Annual termite inspection (\$150) Fumigation treatment, if needed	\$ 6,000

Total investment in Rehabilitation and Maintenance: \$126,250
(without an allowance for potential chimney restoration)

Potential Mills Act Property Tax Savings over a 10-year period¹: \$119,070

Potential Cost to the City of South Pasadena over a 10-year period: \$19,050

¹ This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Mills Act Application, 1506 Rollin Street, South Pasadena

Section IV: Historical Property Tax Analysis²

Based on the City of Los Angeles 2020 Historical Property Tax Adjustment Worksheet Guide³

AIN: 5319-004-013

A: DETERMINE ANNUAL INCOME AND ANNUAL OPERATING EXPENCES:

Gross Income (Monthly Rent x 12) Zillow.com Rent Estimate: \$7,455/mo	\$89,460.00
Less 3% Vacancy & Collection Loss	\$2,684.00
Effective Annual Income	\$86,776.00
Less Expenses 20% Insurance, Utilities (gas, electricity, water, trash), Maintenance, Management	\$17,355.00
Annual Net Income:	\$69,421.00

B: DETERMINE CAPITALIZATION RATE:

2020 Interest Component	4.25%
Historical Property Risk Component	4%
Property Tax Rate	1.02%
Amortization Component (30 years) Improvements to Land Value Ratio \$379,487 / \$1,517,951 0.25*0.03=0.075	0.75%
Total Capitalization Rate:	10.02% (0.1002)

² For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

³ https://planning.lacity.org/odocument/8ad7060d-b4c0-42b3-b3e0-2d3f77dbdf15/Tax_Adjustment_Worksheet.pdf

Item No. 3

C: CALCULATE MILLS ACT ASSESSED VALUE:

Annual Net Income / Capitalization Rate	\$692,824.00
---	--------------

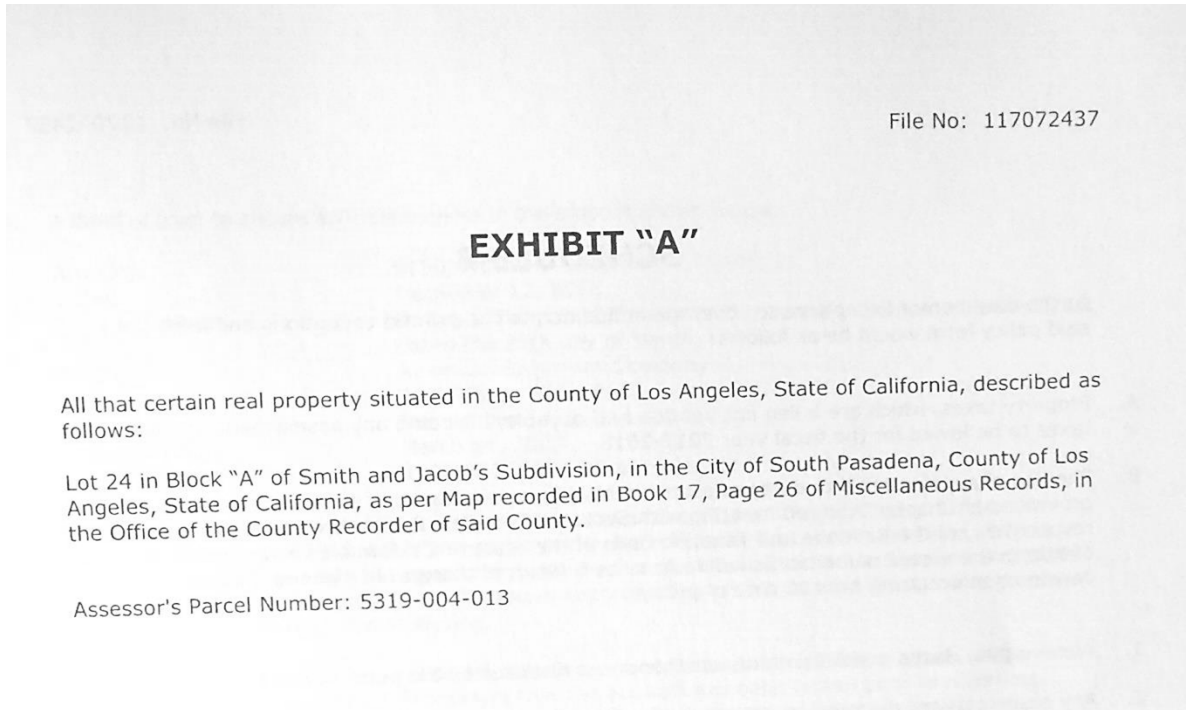
D: DETERMINE ESTIMATED TAX REDUCTION:

Current Taxes (2019) (Current Assessed Value x 0.0102) \$ 1,860,235 x 0.0102	\$18,974.00
Less Mills Act Taxes (Mills Act Value x 0.0102)	\$7,067.00
Potential Annual Mills Act Property Tax Savings ⁴ :	\$11,907.00

Potential Annual Cost to City (16%)	\$1905.00
-------------------------------------	-----------

⁴ For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Proof of Legal Description:



Additional Photograph:

(more photos in the Letter of Intent)

Stuccoed chimney with its footing not reaching the ground level
(probably, stuccoed over Arroyo river stone)



ATTACHMENT 2
Mills Act Letter of Intent

From: Samuel Chong
1506 Rollin Street
South Pasadena, CA 91030

To: City of South Pasadena,
Planning Department

Re: Mills Act Application

Date: 2/18/2020

This is a letter of intent to file the Mills Act Application for the property at 1506 Rollin Street. The site is located on the north side of Rollin Street and is a part of the Rollin Craftsman Cluster potential Historic District.

The current owners have lived there since 2017. In 2018, the application for Historic District designation was filed with the City. As we know, after a lengthy process, the application was pre-approved by the Cultural Heritage Commission sub-committee. The public hearing for the Historic District designation is tentatively scheduled for March 19, 2020.

The one-story Craftsman Bungalow was built in 1914 by contractor John Weight for Herbert R. Schaff, stockbroker from New Jersey. The house has a front-gabled roof with boxed eaves, projecting rafters, and a latticed gable-end vent. A full-width porch is decorated with Arroyo stone posts and a stone wall wrapping around the corner. Front elevation features a large horizontal window with divided side lights and a pair of small decorative attic windows. Two pairs of French doors overlook the porch. The entrance door is an original solid wood door with a nine-partite decorative light. The house is clad with wood lap siding on the main volume and wood fish-tail shingles on the gable end. The chimney on the west side is stuccoed.

The house was determined individually eligible for local listing in the 2017 Citywide Historic Context Statement. The house has not undergone any major repair or restoration since it was built, other than minor interior remodeling. The comparable style rear addition minimally visible from the street was added in 2019 after the Cultural Heritage Commission approval.

A number of features require historically accurate renovations to ensure structural stability and authenticity of the house. The preliminary scope of work to be implemented under the Mills Act in 2021-2030 includes the following:

- Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing
- Repair cracks in the chimney
- Repair cracks in the concrete porch and stone porch wall
- Repair roof frame including a split rafter
- Check wood structure for termites and treat if necessary
- Restore damaged siding and shingles and repaint the house
- Restore original wood windows and French doors
- Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones
- Replace outdated plumbing and electricity

All the proposed tasks will meet the Secretary of the Interior Standards for Historic Rehabilitation. Please schedule this proposal for a discussion with the Cultural Heritage Commission.

Sincerely,

Samuel Chong

Attachment A: Photographs, 2020

Attachment B: Inspection report, 2017

1506 Rollin Street

Mills Act Application – Letter of Intent

Attachment A: Photographs, 2020





Deteriorating front gable fascia and wood siding



Multiple cracks in the stone porch wall



Cracks on the concrete porch floor



Stone and concrete foundation



Original wood windows (to be repaired as needed)



Non-original aluminum windows (to be replaced)



Cultural Heritage Commission Agenda Report

ITEM NO. 4

DATE: September 17, 2020

TO: Chair and Members of the Cultural Heritage Commission

FROM: Kanika Kith, Planning Manager

PREPARED BY: Aneli Gonzalez, Management Planning Intern
Malinda Lim, Associate Planner

SUBJECT: **Project No. 2306- MIL** - Recommendation of Mills Act Contract Located at
1545 Ramona Avenue (Assessor's Parcel Number 5319-025-032)

Recommendation

The Subcommittee of the Cultural Heritage Commission recommends that the Commission make a recommendation to the City Council to enter into a Mills Act contract for 1545 Ramona Avenue, which is a contributor to the designated Ramona Craftsman District.

Discussion/Analysis

On February 26, 2020 the property owners of 1545 Ramona Avenue submitted a Letter of Intent to apply for a Mills Act contract. On April 30, 2020 a Subcommittee composed of Commissioners Mark Gallatin and Kristin Morrish was formed to review the submitted materials for the Mills Act request and to conduct an on-site meeting with the homeowner to inspect the condition of the property.

A formal Mills Act application was filed on August 25, 2020 by the property owner. The Subcommittee reviewed the application along with the proposed work plan and recommends approval of the Mills Act application. The Subcommittee finds that the subject property qualifies for a Mills Act contract because it is a contributor to the designated Ramona Craftsman and that the proposed work plan for rehabilitation and restoration of the historic resource is appropriate and meets the criteria for a Mills Act contract as listed in South Pasadena Municipal Code Section 2.68(B)(1)(c). The Ramona Craftsman District was designated as a local historic district on May 5, 1997 via Resolution No. 6471.

Proposed Scope of Work:

The applicant has provided information regarding the condition of the historic property and the proposed rehabilitation and maintenance work plan was prepared by Marina Khrustaleva. The following is a listing of the work plan and restoration items provided in the rehabilitation and restoration plans and the maintenance program (**Attachment 1**):

<i>Proposed Scope of Work</i>	<i>Year</i>
Restoring damaged shingles and broken trim at the attic room windows	2021
Restoring water-damaged wood trim on the back of the house at the sun room, beneath the master balcony	2021
Repairing tripartite entry doors and sun room French doors on the south side of the house	2021
Repainting the house using period appropriate color to make it compatible with the style of the Ramona Craftsman Historic District	2022
Repairing cracks in exterior concrete steps and paving	2025
Restoring stucco on the basement walls	2025
Examining sloped/uneven floors on the second floor and repair as needed	2026
Examining cracks and/or mortar deterioration in the fireplace	2026
Replacing outdated knob and tube electric wiring and ungrounded three prong receptacles on the second floor with modern wiring to ensure safety	2028
Rebuilding the garage to make it more compatible with the style of the house	2029

Maintenance:

Check wood structure for termites and treat if necessary	Annually
--	----------

Work Plan 2021:

- Restore damaged shingles and broken trim at the attic room windows; and restore water damaged wood trim on the back of the house at the sun room (\$11,700)
- Repair tripartite entry doors and sunroom French doors on south side of home (\$2,100)

Work Plan 2022

- Repaint the home using period appropriate color to make it compatible with the style of the Ramona Craftsman Historic District (\$27,400)

Cultural Heritage Commission
September 17, 2020

1545 Ramona Avenue – 2306 - MIL
Page 3 of 5

Work Plan 2025

- Repair cracks in exterior concrete steps and paving and restore stucco on the basement walls (\$55,700)

Work Plan 2026

- Examine sloped/uneven floors on the 2nd floor (\$5,200)
- Examine cracks and/or mortar detrition in the fireplace (\$650 for chimney inspection) (allowance for potential chimney restoration TBD)

Work Plan 2028

- Replace outdated knob and tube electric wiring and ungrounded three prong receptacles on the second floor with modern wiring to ensure safely (\$17,500)

Work Plan 2029

- Rebuild garage to make more compatible with style of the home (\$35,000)

Annual Maintenance:

- Check wood structure for termites and treat if necessary. Does not qualify for Mills Act Contract, the cost has been deducted from overall scope of work.

Financial Investment and Analysis:

The total cost of the proposed scope of work is \$155,250. The total tax savings for the owners is estimated at \$146,370. The financial analysis for the project is included in the rehabilitation and restoration plans and maintenance program.

Property Tax Reduction:

The total estimated cost to the city as a result of property tax reduction is approximately \$23,420 over the ten year life of the contract, which amounts to \$2,342 annually.

Criteria for Mills Act Contract (SPMC Section 2.68B.1.c)

As outlined in the Cultural Heritage Ordinance, in considering the merits of a proposed Mills Act Contract, the Commission shall use the following criteria in making a recommendation to the City Council. Below are the Subcommittee's recommended findings of the project's compliance with each criterion as follows:

- (i) Financial Investment. The estimated tax benefit is not expected to exceed the applicant's proposed financial investment in the cultural resource over the first 10 years of the contract.**

The applicant is proposing to invest \$155,250 in repairs between 2021 and 2029. The tax benefit over the same period is expected to be \$146,370 so this criterion is met.

- (ii) Public Benefit. The proposed Mills Act contract features a work plan that will provide a benefit to the public by: rehabilitating the property for continued occupancy or adaptive reuse; improved viability through systems upgrades and structural reinforcement upgrades; preserving and maintaining the character-defining features of the property, and/or restoring**

Cultural Heritage Commission
September 17, 2020

1545 Ramona Avenue – 2306 - MIL
Page 4 of 5

character-defining features of the property that have been significantly altered or removed over time.

The applicant proposes to repair the character defining shingles, wood trim, tripartite entry door and south side French doors as well as repair cracks in concrete steps, paving, stucco walls and fireplace. They are also proposing to repaint the entire house using period appropriate colors to be compatible with the Ramona Craftsman Historic District and to rebuild the garage to make it more compatible with the period defining features of the house. Lastly, they are improving the viability of the house by upgrading the electrical wiring, proving that criterion ii is met.

(iii)Retroactive Limitations. The estimated tax benefit will not be used for any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty.

The applicant proposes that the tax benefit will not be used for any previously completed work so criterion iii is met.

(iv)Limitations on Maintenance. The estimated tax benefit will not be used for routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements.

The item “Annual Termite Inspection and Fumigation treatment, if needed” in the Work Plan has been eliminated as it may be considered maintenance so this criterion is met.

(v) Limitations on Interior Work. The estimated tax benefit will not be used for work within the interior of a cultural resource unless the commission determines the following exceptions should be made: the interior work is necessary to improve the structural integrity of the property; the interior work is necessary to preserve and maintain character-defining features within the cultural resource that are specifically identified as part of the official landmark nomination; and/or the interior work is necessary to preserve and maintain character-defining features of the property that were discovered subsequent to its landmark designation. The commission must first determine that those interior features are character-defining based on substantial evidence provided by the applicant.

The interior work proposed, the uneven/sloped floors on the second floor, is necessary to preserve the structural integrity of the property and the interior electrical work is required to bring the wiring up to current building codes, therefore criterion v. is met.

(vi)Limitations on Landscaping. The estimated tax benefit will not be used for landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

No landscaping work is proposed using the estimated tax benefit. Therefore, criterion vi is met.

Cultural Heritage Commission
September 17, 2020

1545 Ramona Avenue – 2306 - MIL
Page 5 of 5

Environmental Review:

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15308, Class 8: Actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment.

Public Notification of Agenda Item:

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website, in the South Pasadena Review newspaper, and individual property mailings to those within 300 feet of the project site.

Next Steps:

The applicant will provide a revised financial analysis before the Subcommittee for review.

Attachment:

1. Final Mills Act Application and supporting documents
2. Mills Act Letter of Intent

ATTACHMENT 1
Final Mills Act Application and Work Plan



City of South Pasadena - MILLS ACT APPLICATION

ALL ITEMS ON THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE THE APPROVAL PROCEDURE MAY BEGIN.

1. Property Address for this application: 1545 Ramona Ave., South Pasadena, CA 91030

2. Existing use of this property: Single-family Residence

3. Assessor's Parcel Number: 5319-025-032
(Please attach proof of legal description, ie. Copy of Deed or Property Profile)

4. Rehabilitation and maintenance needed (attach maintenance plan):
See attached maintenance plan labeled
"Section II Rehabilitation Plan, Maintenance List", and
"Section III Cost Estimate of Rehabilitation/Maintenance Plan."

5. Date of Designation: 1996

6. Check those that apply to this property:
National Register: Listed Eligible California Register: Listed
Is this property listed as part of an established historic district? Yes No
If so, what district? Ramona Avenue Residential Historic District
Is this property a South Pasadena Landmark? Yes No

7. List any public or private funds granted for the restoration of the resource.
None

8. Owner Information: Joanne Heyler
Owner's Name
1545 Ramona Ave., South Pasadena, CA 91030
Street, City, State, Zip
(310) 779-2273 (310) 779-2273
Home Number Work Number
(310) 779-2273 (310) 779-2273
Cell Number Fax No.
joanneh35@hotmail.com
E-mail:

9. Primary Contact Person:

Joanne Heyler

Name

1545 Ramona Ave., South Pasadena, CA 91030

Street, City, State, Zip

(310) 779-2273

Home Number

(310) 779-2273

Work Number

(310) 779-2273

Cell Number

(310) 779-2273

Fax No.

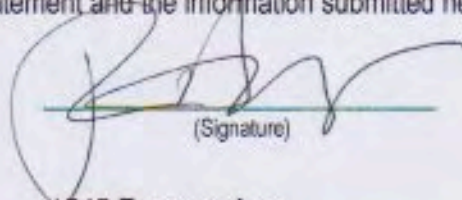
E-mail: joanneh35@hotmail.com

**Owner's Affidavit
(to be notarized)**

State of California
County of Los Angeles

I/We Joanne Heyler hereby declare under penalty of perjury that I/we am/are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s):


(Signature)

(Signature)

Owner(s) Address:

1545 Ramona Ave.

Street Address

South Pasadena, CA 91030

City, State and Zip Code

(310) 779-2273

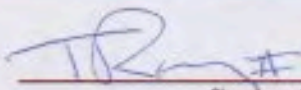
Telephone Number

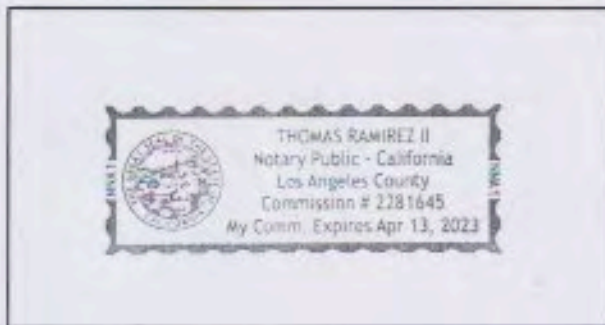
Street Address

City, State and Zip Code

Telephone Number

Subscribed and sworn to before me on this 13 day of Aug, 2020.


Signature of Notary





Mills Act Application

1545 Ramona Avenue, South Pasadena, CA 91030

- Rehabilitation Plan, Maintenance List
- Work Plan and Cost Estimate
- Financial Analysis

Prepared for: Joanne Heyler

Prepared by: Marina Khrustaleva

August, 2020

Mills Act Application, 1545 Ramona Avenue, South Pasadena

Section II: Rehabilitation Plan, Maintenance List, and Reporting System

<i>Proposed Scope of Work</i>	<i>Year</i>
Restoring damaged shingles and broken trim at the attic room windows	2021
Restoring water-damaged wood trim on the back of the house at the sun room, beneath the master balcony	2021
Repairing tripartite entry doors and sun room French doors on the south side of the house	2021
Repainting the house using period appropriate color to make it compatible with the style of the Ramona Craftsman Historic District	2022
Repairing cracks in exterior concrete steps and paving	2025
Restoring stucco on the basement walls	2025
Examining sloped/uneven floors on the second floor and repair as needed	2026
Examining cracks and/or mortar deterioration in the fireplace	2026
Replacing outdated knob and tube electric wiring and ungrounded three prong receptacles on the second floor with modern wiring to ensure safety	2028
Rebuilding the garage to make it more compatible with the style of the house	2029

Maintenance:

Check wood structure for termites and treat if necessary

Annually

Reporting System:

The property owners of 1545 Ramona Avenue will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates and photos on the Mills Act work plan.

Certificates of Appropriateness (CoA) will be obtained by property owners for major work efforts, as required by the City of Pasadena Cultural Heritage Ordinance. The CoA may be needed for the rebuilding of the one-car garage.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs.

Mills Act Application, 1545 Ramona Avenue, South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

<i>Proposed Scope of Work and Description</i>	<i>Est. Cost</i>
<p>Restoring damaged shingles, broken trim at the attic room windows, water-damaged wood trim on the back of the house at the sun room</p> <p><i>All preparatory work will be undertaken in compliance with the Secretary of Interior's Standards. All surfaces to be treated with the gentlest means possible. Wood elements shall be restored and may be replaced in-kind only if deteriorated beyond repair.</i></p>	\$11,700
<p>Repainting the house using period appropriate color to make it compatible with the style of the Ramona Craftsman Historic District.</p> <p><i>Damaged or deteriorated paint shall be removed using the gentlest method possible (preferably hand-scraping or hand-sanding).</i></p>	\$27,400
<p>Repairing tripartite entry doors and sun room French doors on the south side of the house</p> <p><i>The doors and hardware need to be adjusted to ensure operability. The hardware may be replaced in-kind only if deteriorated beyond repair.</i></p>	\$2,100

<p>Repairing cracks in exterior concrete steps and paving</p> <p>Restoring stucco on the basement walls to match the finish</p> <p><i>1,085 sq. ft. of driveway and walkways have multiple cracks and are partially damaged beyond repair. Driveways and walkways are considered to be character-defining features of the Ramona Avenue Craftsman District landscaping. New concrete shall match original in tone and texture.</i></p> <p><i>Non-original steps to the sun-porch to be rebuilt according to the Building Code standards and to match original tone and texture.</i></p>	<p>\$55,700</p>
<p>Repair sloped/uneven floors on the second floor</p> <p><i>Ensure structural stability.</i></p>	<p>\$5,200</p>
<p>Examining cracks and/or mortar deterioration in the fireplace with a qualified, licensed chimney expert and repair as needed to ensure safety.</p> <p><i>The Building Inspection Report and recommends additional inspection of the 3-story brick chimney that was restored after the earthquake in 1988.</i></p> <p><i>Chimney inspection</i></p> <p><i>Allowance for potential chimney restoration</i></p>	<p>\$650</p> <p>TBD</p>
<p>Replacing outdated knob and tube electric wiring and ungrounded three prong receptacles on the second floor with modern wiring to ensure safety</p> <p><i>Bring the electric wiring up to the Building Code.</i></p>	<p>\$17,500</p>
<p>Rebuilding the garage to make it more compatible with the style of the house</p> <p><i>The original one-car garage was demolished prior to 1951. The new 20' x 20' two-car garage was built in 1955. A patio was added in 1962 and enclosed in 2003. A combination of wood and plastic siding is crumbling, and sliding doors are not compatible with the style of the house. The homeowner would like to restore a one-car garage based on its original outline (see the Sanborn Map attached.)</i></p>	<p>\$35,000</p>

<i>Maintenance:</i>	
Annual termite inspection (\$350)	
Fumigation treatment, if needed	\$ 8,000

Total investment in Rehabilitation and Maintenance: \$163,250
(without an allowance for potential chimney restoration)

Potential Mills Act Property Tax Savings over a 10-year period¹: \$146,370

Potential Cost to the City of South Pasadena over a 10-year period: \$23,420

¹ This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Mills Act Application, 1545 Ramona Avenue, South Pasadena

Section IV: Historical Property Tax Analysis²

Based on the City of Los Angeles 2020 Historical Property Tax Adjustment Worksheet Guide³

AIN: 5319-025-032

A: DETERMINE ANNUAL INCOME AND ANNUAL OPERATING EXPENCES:

Gross Income (Monthly Rent x 12) Zillow.com Rent Estimate: \$8,639/mo	\$103,668.00
Less 3% Vacancy & Collection Loss	\$3,110.00
Effective Annual Income:	\$100,558.00
Less Expenses 20% Insurance, Utilities (gas, electricity, water, trash), Maintenance, Management	\$20,112.00
Annual Net Income:	\$80,446.00

B: DETERMINE CAPITALIZATION RATE:

2020 Interest Component	4.25%
Historical Property Risk Component	4%
Property Tax Rate	1.02%
Amortization Component (30 years) Improvements to Land Value Ratio \$1,068,847 / \$1,255,833 0.85*0.03=0.026	0.26%
Total Capitalization Rate:	9.53% (0.0953)

² For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

³ https://planning.lacity.org/odocument/8ad7060d-b4c0-42b3-b3e0-2d3f77dbdf15/Tax_Adjustment_Worksheet.pdf

C: CALCULATE MILLS ACT ASSESSED VALUE:

Annual Net Income / Capitalization Rate	\$844,134.00
---	--------------

D: DETERMINE ESTIMATED TAX REDUCTION:

Current Taxes (2019) (Current Assessed Value x 0.0102) \$2,279,099 x 0.0102	\$23,247.00
Less Mills Act Taxes (Mills Act Value x 0.0102)	\$8,610.00
Potential Annual Mills Act Property Tax Savings ⁴ :	\$14,637.00

Annual Cost to City (16%)	\$2,342.00
---------------------------	------------

⁴ For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Proof of Legal Description:

EXHIBIT "A"

All that certain real property situated in the County of Los Angeles, State of California, described as follows:

Parcel 1:

Lot 9 and the Northerly 8 feet of Lot 8 of the North Oneonta Tract, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in Book 11 Page 129 of Maps, in the office of the county recorder of said county.

EXCEPT therefrom the Westerly 28 feet of said Lot 8.

Parcel 2:

An easement for driveway purposes described as follows:

That portion of Lot 8 of North Oneonta Tract, as shown on map recorded in Book 11 Page 129 of Maps, in the office of the recorder of the County of Los Angeles within the following described boundaries:

Beginning at the intersection of a line parallel with and 8.00 feet Southerly measured at right angles, from the Northerly line of said lot with the Southeasterly line of said lot; thence South 50° 01' 00" West along said Southeasterly line, a distance of 14.50 feet; thence North 38° 46' 20" West 1.55 feet; thence North 68° 12' 04" West 3.36 feet; thence North 75° 34' 09" West 3.40 feet; thence North 86° 36' 47" West 3.36 feet; thence South 84° 56' 54" West 3.43 feet; thence South 81° 27' 32" West 41.00 feet; thence North 86° 51' 38" West 11.34 feet to said parallel line; thence North 81° 27' 32" East along said parallel line to the point of beginning.

Sanborn Map, 1931-1951

An outline of the original one-car garage is visible on the west property line behind the patch. This accessory structure was demolished prior to 1951, before the lot was subdivided. The new 20' x 20' two-car garage was built in 1955 and enlarged in 2003.



ATTACHMENT 2
Mills Act Letter of Intent

From: Joanne Heyler
1545 Ramona Avenue
South Pasadena, CA 91030

To: City of South Pasadena,
Planning Department

Re: Mills Act Application

Date: 2/26/2020

This is a letter of intent to file the Mills Act Application for the property at 1545 Ramona Avenue. The site is located on the west side of Ramona Avenue and is a part of the Ramona Craftsman Historic District. The current owners have lived there since 2016.

The 2 and ½ story house was designed in 1911 by architect David A. Gunning and built by contractor Arthur G. Miller for Henry E. Sherer, San Pedro Bank president, and his wife Rosa M. Sherer. It exhibits a combination of Colonial Revival and Craftsman style elements. The character-defining features include a prominent cross gable roof; wide overhanging eaves faced with vertical wood boards and exposed cross beams and rafters; a projecting, front gabled wing with a bay window on the ground story and recessed balcony/porch on the second story; transition corbels between the first and second stories; a recessed entry porch with a small front-gabled projection, simple square posts, a low stick-baluster, and concrete steps.

The house is clad with narrow overlap wood siding on the first and second stories of the building, while the front gable is faced with wood shingles. Wood-framed double-hung windows are present in a variety of configurations, including arched attic windows. It is one of the most significant houses of the 1500 Ramona block providing a strong anchor to the district's southern entrance.

The house has not undergone any major repair or restoration since it was built, other than minor interior remodeling. Originally, it was unpainted (possibly, stained), featuring dark wood color, as most of the houses on this block. In the early 1950's, according to archival photographs, it was painted light yellow color.

A portion of the existing 2-car garage (20' x 20') was built in 1950-1955, and in 1962, a patio was added. In 2002, a series of correction notices from the building inspector requested to stop work and provide plans for converting a carport into a 2-car garage. Next year, wood and plastic siding and new composite roofing was added to the garage, providing its current appearance. The garage with its crumbling siding and sliding doors is not compatible with the style of the house and is not contributing to the historic district.

A number of features require historically accurate renovations to ensure structural stability and authenticity of the house. The preliminary scope of work to be implemented under the Mills Act in 2021-2030 includes the following:

- Obtaining the Structural Pest Control report and treat wood structure as needed.
- Restoring damaged shingles and broken trim at the attic room windows.
- Restoring water-damaged wood trim on the back of the house at the sun room, beneath the master balcony
- Restoring plaster on the basement walls.
- Repairing tripartite entry doors and sun room French doors on the south side of the house.
- Repainting the house using dark color to make it compatible with the style of the Ramona Craftsman Historic District.
- Examining sloped/uneven floors on the second floor and repair as needed.
- Examining cracks and/or mortar deterioration in the fireplace with a qualified, licensed chimney expert and repair as needed to ensure safety.
- Replacing outdated knob and tube electric wiring and ungrounded three prong receptacles on the second floor with modern wiring to ensure safety.
- Repairing cracks in exterior concrete steps and paving.
- Rebuilding the garage to make it more compatible with the style of the house.

All the proposed tasks will meet the Secretary of the Interior Standards for Historic Rehabilitation. Please schedule this proposal for a discussion with the Cultural Heritage Commission.

Sincerely,

Joanne Heyler

Attachment A: Photographs, 2020

Attachment B: Archival Photographs, 1940's-1950's

1545 Ramona Avenue
Mills Act Application – Letter of Intent
Attachment A: Photographs, 2020





Broken trim at the attic room window



Damaged rafters



Paint on the overhanging eaves pilling off





Water damage on the back of the house at the sun room, beneath the master balcony





The tripartite entry door and French doors to the sun room need repair





Cracks in concrete exterior stairs





Damaged concrete paving





Existing deteriorating garage, 1955-2003



4-30

Attachment B: Archival Photographs



Mid-1940's, the house is unpainted or stained





Early 1950's, the house is painted



ATTACHMENT 3
Report from the Subcommittee

CHC Landmark Subcommittee Report, dated September 3, 2020

Prepared by Mark Gallatin and Kristin Morrish

ADDRESS: 1545 Ramona Avenue, South Pasadena CA 91030

Introduction

The City of South Pasadena received a letter of intent to apply for a Mills Act contract for the home at 1545 Ramona Avenue on February 26, 2020. At the meeting of the Cultural Heritage Commission (CHC) on April 30, 2020, a Mills Act subcommittee consisting of Mark Gallatin, Chairman and Kristin Morrish Commission Member was appointed to review the application. The Mills Act subcommittee reviewed the application materials, met with the property owner on a virtual site on July 28, 2020 and toured the property at that time. The City of South Pasadena received an application for Mills Act for the home at Ramona Avenue on August 25, 2020. This report presents the Mills Act subcommittee's recommendation on the ability of the proposed application to meet the criteria required for a Mills Act Contract, per SPMC 2.68(C)(i-iv) explaining with brief facts the way in which the improvements are consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and how the work includes rehabilitation for continual use of historic buildings and sites, preservation and maintenance of character-defining features, and restoration of historical resources that have been significantly altered over time.

Background

BRIEF HISTORY OF HOME OF DISTRICT

The house at 1545 Ramona Avenue was built in 1911 in a combination of the Colonial Revival and Craftsman styles. The 2014 South Pasadena Citywide Historic Context Statement notes:

"Craftsman architecture grew out of the late-19th century English Arts and Crafts movement. A reaction against industrialization and the excesses of the Victorian era, the movement stressed simplicity of design, hand-craftsmanship, and the relationship of the building to the climate and landscape. Craftsman architecture developed in the first decade of the 20th century as an indigenous California version of the American Arts and Crafts movement, incorporating Southern California's unique qualities. Constructed primarily of stained wood, with wide overhanging eaves, balconies, and terraces extending the living space outdoors, the style embodied the goals of the Arts and Crafts movement.

The Craftsman bungalow dates from the early 1900s through the 1920s. The bungalow's simplicity of form, informal character, direct response to site, and extensive use of natural materials, particularly wood and stone, was a regional interpretation of the reforms espoused by the Arts and Crafts movement's founder, William Morris.

Craftsman bungalows generally have rectangular or irregular plans, and are one to one-and-a-half stories tall. They have wood clapboard or shingle exteriors and a pronounced horizontal emphasis, with broad front porches, often composed with stone, clinker brick, or plastered porch piers. Other character-defining features include low-pitched front-facing gable roofs, and overhanging eaves with exposed rafter tails.”

“American Colonial Revival describes a varied style that combines a number of architectural features found throughout the American Colonies, particularly in New England. The style has neither the strict formality of the Georgian Revival nor the decorative embellishments of the Neoclassical, although it sometimes incorporates elements of both. It also adapts elements of Dutch colonial architecture, such as the gambrel roof. American Colonial Revival buildings are typically one or two stories in height, and are sometimes symmetrical but frequently asymmetrical, with rectangular, L-shaped, or irregular plans. They typically feature side gable or cross gable roofs, sometimes with gabled dormers; exterior walls clad in horizontal wood siding and occasionally brick; prominent brick chimneys; double hung, divided light wood sash windows, usually with louvered wood shutters; paneled wood doors, sometimes with sidelights, transom lights, or fanlights; and restrained use of Classical details. Some American Colonial Revival houses have small, pedimented porches, while others have shed-roofed porches supported on wood posts extending the length of the primary façade.”

“Character-defining features include: Side gable or cross gable roof, sometimes with dormers, asymmetrical composition (occasionally symmetrical), horizontal wood siding at exterior walls, paneled wood entry door, sometimes with sidelights, transom light, or fanlight, double hung, divided light wood sash windows, usually with louvered wood shutters, projecting front porch, prominent brick chimney, and detached garage at rear of property.”

Among the character-defining features of these styles that 1545 Ramona exhibits are a prominent cross gable roof; wide overhanging eaves faced with vertical wood boards and exposed cross beams and rafters; a projecting, front gabled wing with a bay window on the ground story and recessed balcony/porch on the second story; transition corbels between the first and second stories; a recessed entry porch with a small front-gabled projection, simple square posts, a low stick-baluster, and concrete steps.

The Ramona Craftsman District was designated as a Historic District by the City of South Pasadena in 1997. The District consists of 19 properties built between 1907 and 1915. The District includes all parcels on both sides of Ramona Avenue between Rollin and Oak Streets. The prevailing architectural pattern of the properties are Craftsman residences. The district is a prime example of “Southern California neighborhood of California bungalows from the early part of the twentieth century.” The prevailing material palette and character-defining features of the District consist of gable roofs, corbels, wood shingles, wood siding, double hung windows, dormers and front porches.

The contributing property is a combination of Colonial Revival and Craftsman Style home.

Criteria for considering the merits of a Mills Act Contract

Criteria and standards for the designation of Mills Act Contracts shall include any or all of the following, as applicable:

- i. Financial Investment. The estimated tax benefit is not expected to exceed the applicant's proposed financial investment in the cultural resource over the first 10 years of the contract.

ii.

The applicant is proposing to invest \$155,250 in repairs between 2021 and 2029. The tax benefit over the same period is expected to be \$146,370 so this criterion is met.

- iii. Public Benefit. The proposed Mills Act contract features a work plan that will provide a benefit to the public by: rehabilitating the property for continued occupancy or adaptive reuse; improved viability through systems upgrades and structural reinforcement upgrades; preserving and maintaining the character-defining features of the property, and/or restoring character-defining features of the property that have been significantly altered or removed over time.

The applicant proposes to repair the character defining shingles, wood trim, tripartite entry door and south side French doors as well as repair cracks in concrete steps, paving, stucco walls and fireplace. They are also proposing to repaint the entire house using period appropriate colors to be compatible with the Ramona Craftsman Historic District and to rebuild the garage to make it more compatible with the period defining features of the house. Lastly, they are improving the viability of the house by upgrading the electrical wiring, proving that criterion ii is met.

- iv. Retroactive Limitations. The estimated tax benefit will not be used for any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty.

The applicant proposes that the tax benefit will not be used for any previously completed work so criterion iii is met.

- v. Limitations on Maintenance. The estimated tax benefit will not be used for routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements.

The item "Annual Termite Inspection and Fumigation treatment, if needed" in the Work Plan has been eliminated as it may be considered maintenance so this criterion is met.

- vi. Limitations on Interior Work. The estimated tax benefit will not be used for work within the interior of a cultural resource unless the commission determines the following exceptions should be made: the interior work is necessary to improve the structural integrity of the property; the interior work is necessary to preserve and maintain character-defining features within the cultural resource that are specifically identified as part of the official landmark nomination; and/or the interior work is necessary to preserve and maintain character-defining features of the property that were discovered subsequent to its landmark designation. The commission must first determine that those interior features are character-defining based on substantial evidence provided by the applicant.

The interior work proposed, the uneven/sloped floors on the second floor, is necessary to preserve the structural integrity of the property and the interior electrical work is required to bring the wiring up to current building codes, therefore criterion v. is met.

- vii. Limitations on Landscaping. The estimated tax benefit will not be used for landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

No landscaping work is proposed using the estimated tax benefit. Therefore, criterion vi is met.

Recommendation on Mills Act Contract

In conclusion, pursuant to South Pasadena Municipal Code Section 2.68, we recommend that 1545 Ramona Avenue be granted a Mills Act Contract based on its consistency with Criteria i through vi, inclusive, of South Pasadena Municipal Code Section 2.68(C).



Cultural Heritage Commission Agenda Report

ITEM NO. 5

DATE: September 17, 2020

TO: Chair and Members of the Cultural Heritage Commission

FROM: Kanika Kith, Planning Manager

PREPARED BY: Aneli Gonzalez, Management Planning Intern
Malinda Lim, Associate Planner

SUBJECT: **Project No. 2348-MIL** - Recommendation of Mills Act Contract Located at 335 Monterey Road (Assessor's Parcel Number 5311-012-010)

Recommendation

Staff recommends that the Commission direct the Applicant to re-evaluate their financial analysis and work plan for 335 Monterey Road, which is designated as a City landmark, Landmark No. 47 - Burwood House.

Discussion/Analysis

On May 26, 2020 the property owners of 335 Monterey Road submitted a Letter of Intent to apply for a Mills Act contract. On June 18, 2020 a Subcommittee composed of Commissioners Rebecca Thompson and Steven Friedman was formed to review the submitted materials for the Mills Act request and to conduct an on-site meeting with the homeowner to inspect the condition of the property.

A formal Mills Act application was filed on August 25, 2020 by the property owner. The Subcommittee reviewed the application along with the proposed work plan and recommend approval of the Mills Act application. Staff finds that the subject property does not qualify for a Mills Act contract because it fails to meet the criteria (i) for a Mills Act contract as listed in South Pasadena Municipal Code Section 2.68(B)(1)(c). The Burwood House was designated as a City landmark on January 1, 2006 via Resolution No. 6858.

Proposed Scope of Work:

The applicant has provided information regarding the condition of the historic property and the proposed rehabilitation and maintenance work plan was prepared by Janice Lupien. The following is a listing of the work plan and restoration items provided in rehabilitation and restoration plans and the maintenance program (**Attachment 1**):

Item No. 5

Cultural Heritage Commission
September 17, 2020

335 Monterey Road – 2348-MIL
Page 2 of 5

Proposed Project & Description	Est. Cost	Schedule
1. Windows rehabilitation/repairs, all elevations: glazing, wood-frames, surrounds and sills	\$ 65,000	2023
2. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; re-sheathing of roof with composition shingles; to include carpentry work and repainting of wood framing, roof rafters, and fascia boards	\$ 85,000	2025
3. Main entrance porch: Repairs/reinforcement of porch supports	\$ 35,000	2025
4. Site: geotechnical study, site stabilization	\$ 35,000	2028
5. <i>OPTIONAL - Site: repairs/reinforcement of arroyo stone wall and wine cellar (study only; amount not capitalized in financial analysis)</i>	\$ 45,000	TBD
Total Investment in 335 Monterey Road:	\$ 220,000	
Total Tax Savings for Owners (10-year period)	\$ 223,700	
Average Annual Cost to the City of South Pasadena:	\$ 3,564	

Work Plan 2023:

- Windows rehabilitation/repairs, all elevations: glazing, wood-frames, surrounds and sills (\$65,000)

Work Plan 2025:

- Residence roof: re-roofing to include removal of sheathing; repairs as needed to roof system structure; re-sheathing of roof with composition shingles; repairs and carpentry to address failing/detreated wood rafters, fascia, and framing (\$85,000)
- Main entrance porch: repairs/reinforcement of porch supports (\$35,000)

Work Plan 2028:

- Site: geological study identify plan for site remediation/stabilization (\$35,000).

Biannual Maintenance:

- Termite inspection/mitigation. Does not qualify for the Mills Act Contract, the cost has not been included in overall scope of work.

Triannual Maintenance:

- Roof inspection and repairs as needed. The cost has not been included in overall scope of work.

Cultural Heritage Commission
September 17, 2020

335 Monterey Road – 2348-MIL
Page 3 of 5

- Paint inspection and repairs as needed. The cost has not been included in overall scope of work.

Optional:

- Optional- site: repairs/reinforcement of arroyo stone wall and wine cellar (\$45,000). The cost has not been included in overall scope of work.

Financial Investment and Analysis:

The total cost of the proposed scope of work is \$220,000. The total tax savings for the owners is estimated at \$223,700. The financial analysis for the project is included in the rehabilitation and restoration plans and the maintenance program.

Property Tax Reduction:

The total estimated cost to the city as a result of property tax reduction is approximately \$35,640 over the ten year life of the contract, which amounts to \$3,564 annually.

Criteria for Mills Act Contract (SPMC Section 2.68B.1.c.)

As outlined in the Cultural Heritage Ordinance, in considering the merits of a proposed Mills Act Contract, the Commission shall use the following criteria in making a recommendation to the City Council. Staff's review of the proposed work plan and provided the following finding for recommendation of denial to the Cultural Heritage Commission:

- (i) Financial Investment. The estimated tax benefit is not expected to exceed the applicant's proposed financial investment in the cultural resource over the first 10 years of the contract.**

The estimated tax benefit is expected to exceed the applicant's proposed financial investment in the cultural resource over the first 10 years of the contract. The total cost of the proposed scope of work is \$185,000 and the estimated total tax savings to the owner is \$223,700. This would create a surplus of \$3,700 in tax benefits.

- (ii) Public Benefit. The proposed Mills Act contract features a work plan that will provide a benefit to the public by: rehabilitating the property for continued occupancy or adaptive reuse; improved viability through systems upgrades and structural reinforcement upgrades; preserving and maintaining the character-defining features of the property, and/or restoring character-defining features of the property that have been significantly altered or removed over time.**

The application proposes significant repairs and restoration to porch columns, including areas with deteriorating wood at base of columns, repainting and carpentry work. Window rehabilitation including fixing inoperable or failing hardware, prepping, and repainting frames, wood surrounds, and sills in a period appropriate palate. Re-roofing the residence includes removal of composition shingles, repairs to roof structure system as needed, and re-sheathing and carpentry work to address failing and deteriorated woods rafters, fascia, and framing. The proposed improvements will provide a benefit to the public by preserving and maintaining the character defining features of this local landmark.

- (iii) Retroactive Limitations.** The estimated tax benefit will not be used for any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty.

The application does not propose maintenance or alteration work that was previously completed or initiated, since proposed work will be from 2023-2028.

- (iv) Limitations on Maintenance.** The estimated tax benefit will not be used for routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements.

The application proposes maintenance of the property for biannual termite inspection and mitigation and triannual roof and paint inspection and repairs in the scope of work. These maintenance work do not qualify for the Mills Act contract the cost of the maintenance work have not been included in the financial analysis for the tax benefit.

- (v) Limitations on Interior Work.** The estimated tax benefit will not be used for work within the interior of a cultural resource unless the commission determines the following exceptions should be made: the interior work is necessary to improve the structural integrity of the property; the interior work is necessary to preserve and maintain character-defining features within the cultural resource that are specifically identified as part of the official landmark nomination; and/or the interior work is necessary to preserve and maintain character-defining features of the property that were discovered subsequent to its landmark designation. The commission must first determine that those interior features are character-defining based on substantial evidence provided by the applicant.

The total cost of the exterior work proposed in the application is \$220,000. It is estimated that the entire scope of work will be completed by the eighth year (2028) of the Mills Act contract.

- (vi) Limitations on Landscaping.** The estimated tax benefit will not be used for landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

The application does not propose landscaping work.

Environmental Review:

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15308, Class 8: Actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment.

Public Notification of Agenda Item:

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website, in the

Cultural Heritage Commission
September 17, 2020

335 Monterey Road – 2348-MIL
Page 5 of 5

South Pasadena Review newspaper, and individual property mailings to those within 300 feet of the project site.

Next Steps:

The applicant will provide a revised financial analysis before the Subcommittee for review.

Attachment:

1. Final Mills Act Application
2. Mills Act Letter of Intent

ATTACHMENT 1
Final Mills Act Application and Work Plan



City of South Pasadena - MILLS ACT APPLICATION

ALL ITEMS ON THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE THE APPROVAL PROCEDURE MAY BEGIN.

- 1. Property Address for this application: 335 Monterey Road
- 2. Existing use of this property: Hotel/B&B
- 3. Assessor's Parcel Number: 5311-012-010

(Please attach proof of legal description, i.e. Copy of Deed or Property Profile)

- 4. Rehabilitation and maintenance needed (attach maintenance plan):

See attached plans.

- 5. Date of Designation: 2006

- 6. Check those that apply to this property:

National Register: Listed Eligible California Register: Listed

Is this property listed as part of an established historic district? Yes No

If so, what district? _____

Is this property a South Pasadena Landmark? Yes No

- 7. List any public or private funds granted for the restoration of the resource.

N/A

- 8. Owner Information: Janice Lupien

Owner's Name

335 Monterey Road, South Pasadena CA 91030

Street, City, State, Zip

(626) 297 0213

Home Number

()

Work Number

()

Cell Number

()

Fax No.

E-mail: janice.lupien@gmail.com

9. Primary Contact Person:

Janice Lupien

Name

335 Monterey Road, South Pasadena CA 91030

Street, City, State, Zip

(626) 297 0213

Home Number

()

Work Number

()

Cell Number

()

Fax No.

E-mail: janicelupien@gmail.com

Owner's Affidavit (to be notarized)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles

I/We Janice Lupien hereby declare under penalty of perjury that I/we am/are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s):

[Signature] (Signature)

(Signature)

Owner(s) Address:

335 Monterey Rd.

Street Address

Street Address

South Pasadena CA 91030

City, State and Zip Code

City, State and Zip Code

626 297 0213

Telephone Number

Telephone Number

Subscribed and sworn to before me on this 17 day of August, 2020.

[Signature]
Signature of Notary





City of South Pasadena - MILLS ACT APPLICATION

The following information is to be completed by staff

Project Address: _____

Date Filed: _____ Received by: _____

Application Materials Required (check if received):

- Completed Application
- Signed Notice to Applicant
- Owner's Affidavit
- Rehabilitation Plan/Maintenance List
- Cost Estimate of Rehabilitation/Maintenance Plan
- Financial Analysis Form
- Proof of Legal Description



Mills Act Application | 335 Monterey Road Arroyo Vista Inn (Ezra & Ida Thompson House)

Prepared for:

City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:

Janice Lupien, Owner and Proprietor
335 Monterey Road
South Pasadena, CA 91030

August 2020

Mills Act Application, 335 Monterey Road Ezra & Ida Thompson House (Arroyo Vista Inn)

Table of Contents

Section	Page
1 Project Background.....	1
2 Mills Act Work Plan, Schedule and Reporting System	4
3 Description of Work Plan and Priorities.....	5
4 Financial Analysis.....	11

Appendix A: Photographic Overview of Existing Conditions

Appendix B: Owner’s Letter of Intent

Appendix C: Supporting Documents

1. Legal Description
2. Annual property tax statement
3. Utility Bill: City of South Pasadena, Water Bill
4. Utility Bill: Southern California Edison, Electric Bill
5. Utility Bill: Gas Bill
6. Homeowner’s Insurance Bill

Appendix D: Mills Act Work Plan Matrix

1. Project Background

This document provides the required materials for a Mills Act Historic Property Contract application for 335 Monterey Road, South Pasadena (APN #5311-012-010). Constructed in 1908 in the hills overlooking the original location of the Cawston Ostrich Farm, 335 Monterey Road is a distinctive Craftsman-style home, with Greek Revival-style influences. It was designed by local architect Lester S. Moore, an architect with an active, local practice between 1895 and 1924.



The home was built for Ezra and Ida Thompson.

The Thompsons were farmers in South Pasadena, and active in the City's local civic life. Ezra was a trustee on the South Pasadena School Board, and Ida participated in the Women's Improvement Association.

The residence was originally designated as the Burwood House in 2006, making it Landmark No. 47 in the City of South Pasadena. In 2012, the Cultural Heritage Commission changed the landmark name to the Ezra & Ida Thompson House.

In the 2006 resolution designating the property (Resolution No. 6858), it was determined to be a "major contributor to the architectural and historic context of the Monterey Road neighborhood" and eligible under three of the City of South Pasadena's criteria for landmarks:

1. Its character, interest or value as a part of the heritage of the community;
2. Its exemplification of a particular architectural style of an era of history of the city;
3. Its identification as the work of a person whose work has influenced the heritage of the City and the State of California.

As noted in Resolution 6858, character-defining features of the property include the home itself, as well as an "extensive system of arroyo stone retaining walls along the Monterey Road frontage, up the winding driveway and south of the residence" and the wooden cellar door and cooling chamber (wine cellar/root cellar), which leads through the arroyo stone retaining wall into the hillside.

In terms of the home's architectural style, the designation noted the hybrid Craftsman-Greek Revival style of the residence:

The Craftsman style, just beginning to hold sway in local residential development, predominates, although [the residence] also evidences Classical influences particularly Greek Revival, that were still popular, particularly in larger homes and public buildings. It is a particularly well-preserved examples of this transition from classical to the

modern, twentieth century American response to the Arts and Crafts movement now known as Craftsman.¹

In terms of the architect, though little is known of his life and work, Lester S. Moore was one of the region's earliest architects of record. In his practice from the late 19th century until his death in 1924, Moore designed a range of properties in the styles that were popular at the time—among them, Mission Revival, Craftsman, and revival styles. In Moore's practice, as noted in the 2006 landmark designation,

He designed everything from single-family residences and multi-unit apartment house to all kinds of public buildings. Previous to his work on the Thompson house, Moore had designed a studio residence and art gallery along the Arroyo Seco in South Pasadena for Franz Bischof, one of South Pasadena's premier Plein Air and studio painters.

Unfortunately, that very significant structure was demolished years ago and Burwood is the most significant surviving example of Moore's work in South Pasadena.²

With its 10 rooms and unique, woodsy setting, the Thompson House currently serves as a popular bed-and-breakfast, the Arroyo Vista Inn.

Since 2016, the owner and proprietor of the Arroyo Vista Inn has been Janice Lupien. Ms. Lupien purchased the property in order to continue operating the Arroyo Vista Inn and to provide a home for herself and her family. Since purchasing the property, she has made a number of interior and exterior improvements, in order to keep this landmark in good condition and to continue offering guests a unique, comfortable experience as they discover South Pasadena and environs.

With the onset of the current Covid-19 health crisis, beginning in early/mid-March, however, the Arroyo Vista Inn has suffered greatly. During most spring seasons, the Inn would be filled with guests. As of mid-May 2020, the inn's reservations have all but disappeared, and it is unknown when this situation might change or improve. This crisis is threatening the long-term viability of the Thompson House and the Arroyo Vista Inn. Faced with this situation, the property owner filed a notice of Intent to Apply for the Mills Act with the City in May 2020 (a photographic overview of the property and original letter follow this application as Appendix A and B).

In June 2020, the Letter of Intent was discussed by the Cultural Heritage Commission (CHC), which opted to move forward with the application. The property owner retained a local preservation specialist, Debi Howell-Ardila, MHP, to help them prepare the Mills Act workplan, financial analysis, and application. In August 2020, the property owners, Ms. Howell-Ardila, City staff members and the CHC subcommittee members, Steven Friedman and Rebecca Thompson, attended a remote site visit to tour the property and inspect the proposed Mills Act workplan items.

Due to the Covid-19 pandemic, the property owner requested that Ms. Howell-Ardila prepare the cost estimates for the contract (rather than a contractor, thereby decreasing the need for additional in-person site visits). This item was brought to the Cultural Heritage Commission at the August 2020 meeting; the request was unanimously approved. The cost estimates included in this Mills Act application therefore draw on numerous previous applications and similar workplan items prepared by

¹ City of South Pasadena Resolution No. 6858 (Resolution vol. 41). 18 January 2006. "A Resolution of the City Council of the City of South Pasadena, California, Designated the Burwood House at 335 Monterey Road as a Cultural Heritage Landmarks (Landmark No. 47)," p. 162.

² City of South Pasadena Resolution No. 6858 (Resolution vol. 41). 18 January 2006. "A Resolution of the City Council of the City of South Pasadena, California, Designated the Burwood House at 335 Monterey Road as a Cultural Heritage Landmarks (Landmark No. 47)," p. 162.

Ms. Howell-Ardila for Mills Act applications as well as the property owner's knowledge of the cost of home repairs.

With the property well over a century old – 112 years old this year – the list of necessary preservation, rehabilitation and maintenance projects only seems to grow each year. The Mills Act program and property tax abatement would help the property owner complete these high-priority projects and ensure the long-term preservation of this important landmark. The highest priorities for the Mills Act workplan are:

1. For home's historic wood-framed windows, repairs/rehabilitation, including fixing inoperable or failing hardware, prepping, and repainting frames, wood surrounds and sills in a period-appropriate palette;
2. Re-roofing residence, including removal of composition shingles, repairs to roof structure/system as needed, and re-sheathing; repairs and carpentry work to address failing/deteriorated wood rafters, fascia, and framing;
3. Repairs to porch columns, including areas with deteriorating wood at base of columns; repainting and carpentry work
4. For overall site, geotechnical study to assess and site settlement issues and to design a plan for addressing site settlement, with a focus on areas that are showing signs of deterioration/failure due to site instability (including cracked/crooked concrete stairs/walkway and north-elevation patio, which is lopsided due to site settlement/instability);
5. OPTIONAL: For arroyo rock wall, conservation/repairs to correct cracking mortar; to include carpentry repairs/refinishing of wood framing and door leading to wine cellar/root cellar.



This application reflects all feedback and suggestions provided by the CHC to date, as well as all additional materials required by the City. Section 2 provides an overview of the application schedule and reporting system; Sections 3 and 4 present the Description of Work Plan and Priorities and the Financial Analysis. In addition, for ease of review by the City and CHC members, and for ease of use by the property owners as they begin implementing their plans, Appendix C provides an overview matrix showing all Mills Act workplan items, their status as character-defining features, recommended treatment approach, proposed schedule, and cost estimates.

As owners of a designated historic property, Ms. Lupien understands the importance of ensuring that all repair, maintenance and rehabilitation projects follow the City guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Each project, as well as the corresponding Standards-compliant treatment approach, is described in more detail in this application.

2. Schedule and Reporting System

Project	Completion Year
1. Windows rehabilitation/repairs, all elevations: glazing, wood-frames, surrounds and sills	2023
2. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; re-sheathing of roof with composition shingles; repairs and carpentry work to address failing/deteriorated wood rafters, fascia, and framing	2025
3. Main entrance porch: Repairs/reinforcement of porch supports	2025
4. Site: geotechnical study to identify plan for site remediation/stabilization	2028
5. OPTIONAL - Site: repairs/reinforcement of arroyo stone wall and wine cellar	TBD
6. Maintenance: Termite inspections/mitigation	Biannual inspection
7. Maintenance: Roof inspections and repairs as needed	Triannual inspection
8. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Reporting System:

The property owner of the Ezra & Ida Thompson House will provide annual written updates to the City of South Pasadena in the final quarter of the calendar year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

3. Description of Work Plan and Priorities

Work efforts described in these plans will comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Proposed Project & Description	Est. Cost	Priority
--------------------------------	-----------	----------

1. Main Residence, Windows	\$65,000	High
----------------------------	----------	------

Rehabilitation of historic windows to include (but not necessarily be limited to): repair of non-operational hardware and poorly sealing windows; re-weather stripping/re-sealing where needed; window frames, surrounds and sills will be prepped and repainted in a period-appropriate palette.

Treatment approach will include the gentlest methods possible, for window removal, glazing repairs, and repainting—**contractors will not use power-washing or machine sanding** for any character-defining features. Gentlest means possible, including hand-sanding, will be used in prepping for repainting of the exterior. Work will be planned and directed by a contractor with experience in historic preservation.

Overview of windows, condition and repair issues



Section 3 Description of Work Plan and Priorities (continued)

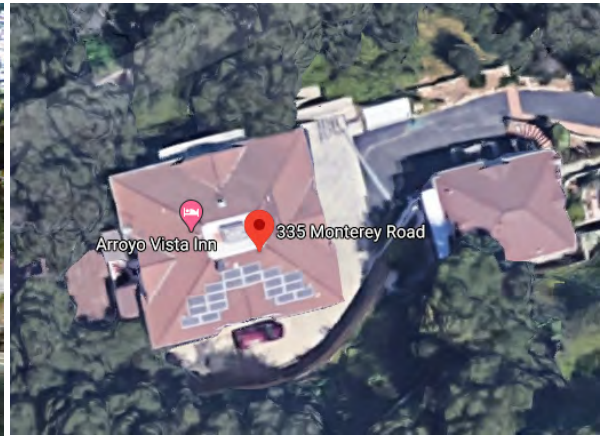
Proposed Project & Description	Est. Cost	Priority
--------------------------------	-----------	----------

2. Main Residence, Re-Roof, Repairs, and Carpentry	\$85,000	High
--	----------	------

Remove/replace composition shingles. Address water leaking/penetration in house, repair underlying structure where needed. Uninstall and re-install solar panels on north elevation. In areas of the roof line with wood features, repairs and carpentry work to address failing/deteriorated wood rafters and eaves, fascia, and other wood framing. If needed, replacement of any wood features will be made to match existing in materials, appearance, patterning, finishes/texture, and size/profile. Paint color to either match existing or reflect a period-appropriate palette.

No power-washing will be used for exterior materials or character-defining features. Cracked and peeling paint to be removed with Peel Away, lightly hand-sanded, primed, and set with two coats of paint. *Secretary's Standards* treatment approach: identify, retain, and preserve "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning."

Overview of scale and character of roof form and features



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
--------------------------------	-----------	----------

3. Main entrance porch, repairs to wood columns	\$35,000	Medium
---	----------	--------

Repairs to porch columns, including areas with deteriorating wood at base of columns; repainting and carpentry work.

Treatment approach will include the gentlest methods possible—**contractors will not use power-washing or machine sanding** for any character-defining features. Cracked and peeling paint to be removed with Peel Away, lightly hand-sanded, primed, and set with two coats of paint.

Overview of entrance porch columns, condition and repair issues



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
4. Geotechnical Study for Site	\$ 35,000	Med/Low

With its hillside parcel, the site overall shows signs of settlement that are causing slow-moving damage along the north elevation (including the concrete stairs and sidewalk and north-elevation porch), as well as south elevation (including the arroyo stone retaining wall). This item would include commissioning a geotechnical study for the site overall, to identify any site instability issues and to propose remediation/mitigation measures to stabilize the site. Any work efforts recommended as a result of the study would be optional or included in the second 10-year Mills Act term for the property.

The engineer tasked with completing the geotechnical study will be experienced in historic preservation in accordance with the City's Cultural Heritage Ordinance.

Overview of north elevation, areas and features with site settlement issues



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
5. <i>OPTIONAL: Repairs and stabilization of Arroyo Stone wall and wine cellar/root cellar</i>	\$ 45,000 <i>(not capitalized)</i>	Low

As noted in the previous item, site settlement issues are also affecting the south elevation (including the arroyo stone retaining wall and its distinctive wine cellar/root cellar). This item would be an optional task to repair mortar cracks and stabilized the arroyo stone wall. This item would also include carpentry/repairs and resealing/repainting wood elements of the wine cellar/root cellar that are part of the arroyo stone wall. These work efforts could be optional or included in the second 10-year Mills Act term for the property.

Arroyo stone wall and wine/root cellar, existing condition and issues



4. Mills Act Work Plan, Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Windows rehabilitation/repairs, all elevations: glazing, wood-frames, surrounds and sills	\$ 65,000	2023
2. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; re-sheathing of roof with composition shingles; to include carpentry work and repainting of wood framing, roof rafters, and fascia boards	\$ 85,000	2025
3. Main entrance porch: Repairs/reinforcement of porch supports	\$ 35,000	2025
4. Site: geotechnical study, site stabilization	\$ 35,000	2028
5. <i>OPTIONAL - Site: repairs/reinforcement of arroyo stone wall and wine cellar (study only; amount not capitalized in financial analysis)</i>	\$ 45,000	TBD
Total Investment in 335 Monterey Road:	\$ 220,000	
Total Tax Savings for Owners (10-year period)	\$ 223,700	
Average Annual Cost to the City of South Pasadena:	\$ 3,564	

4. Mills Act Work Plan, Financial Analysis, 335 Monterey Road

Enabled by California Government Code Section 50281.1, the Mills Act Contract program is one of the most effective financial incentives available to owners of historic buildings in California. In order to recalculate the property's assessed value, the estimated costs of the Mills Act workplan, along with operating costs, are weighed against potential income and capitalized over time. This reassessed value runs with the land, providing savings for present and future owners. The following estimate of the reassessed Mills Act value of 335 Monterey Road draws on guidance provided by the County of Los Angeles Tax Assessor's Office and the State Board of Equalization.³

Mills Act Application, 335 Monterey Road, Financial Analysis																		
Property Address:	335 Monterey Road, South Pasadena, California 91030										Assessor's ID #: 5311 012 010							
Type:	Originally residence; currently Arroyo Vista Inn										Current Assessed Value: \$ 2,122,415							
Landmark #:	City of South Pasadena Register, Landmark No. 47																	
REVENUES	Annual Increase	Current Yr 2020	Year 1	2021	Year 2	2022	Year 3	2023	Year 4	2024	Year 5	2025	Year 6	2026	Year 7 2027	Year 8 2028	Year 9 2029	Year 10 2030
1. Monthly Revenues		8,500.00	8,755.00	9,017.65	9,288.18	9,566.82	9,853.83	10,149.44	10,453.93	10,767.55	11,090.57	11,423.29						
2. Annual Rental Income	3.0%	102,000.00	105,060.00	108,211.80	111,458.15	114,801.90	118,245.96	121,793.33	125,447.13	129,210.55	133,086.86	137,079.47						
ANNUAL EXPENSES																		
3. Insurance	5.0%	12,809.00	13,449.45	14,121.92	14,828.02	15,569.42	16,347.89	17,165.29	18,023.55	18,924.73	19,870.96	20,864.51						
4. Utilities	6.0%	7,200.00	7,632.00	8,089.92	8,575.32	9,089.83	9,635.22	10,213.34	10,826.14	11,475.71	12,164.25	12,894.10	Total Costs					
5. Maintenance	5.0%	16,700.00	17,535.00	18,411.75	19,332.34	20,298.95	21,313.90	22,379.60	23,498.58	24,673.51	25,907.18	27,202.54	\$220,553.35					
6/7. Management / Other		0.00																
TOTAL EXPENSES																		
8. Sum lines 3 through 7		\$36,709.00	\$38,616.45	\$40,623.59	\$42,735.67	\$44,958.21	\$47,297.02	\$49,758.22	\$52,348.26	\$55,073.94	\$57,942.39	\$60,961.15						
ANNUAL NET INCOME																		
9. Line 2 minus line 8		\$65,291.00	\$66,443.55	\$67,588.21	\$68,722.48	\$69,843.69	\$70,948.94	\$72,035.11	\$73,098.87	\$74,136.61	\$75,144.47	\$76,118.32						
CAPITALIZATION RATE																		
10. Interest Component	4.75%																	
11. Historic Property Risk Component	4.00%																	
12. Property Tax Component	1.02%																	
13. Amortization Component	4.50%																	
14. Total Capitalization Rate	14.27%																	
NEW ASSESSED VALUE																		
15. Mills Act Assessment (Line 9 divided by Line 14)		\$457,540.29	\$468,063.72	\$478,829.19	\$489,842.26	\$501,108.63	\$512,634.13	\$524,424.71	\$536,486.48	\$548,825.67	\$561,448.66	\$574,361.98						
TAXES: AMOUNT TO BE PAID																		
16. Tax under Mills Act (Line 15 x .01035146)		4,736.21	4,845.14	4,956.58	5,070.58	5,187.21	5,306.51	5,428.56	5,553.42	5,681.15	5,811.81	5,945.49						
17. Current Tax	1.160%	26,036.00	26,338.02	26,643.54	26,952.60	27,265.25	27,581.53	27,901.48	28,225.13	28,552.55	28,883.75	29,218.81	Total Tax Savings					
18. Tax Savings (Line 17 minus line 16)		21,299.79	21,492.87	21,686.96	21,882.02	22,078.05	22,275.02	22,472.92	22,671.72	22,871.40	23,071.94	23,273.32	\$223,776.21					
TAXES: COST TO CITY																		
19. Annual Cost to City	16%	\$3,407.97	\$3,438.86	\$3,469.91	\$3,501.12	\$3,532.49	\$3,564.00	\$3,595.67	\$3,627.47	\$3,659.42	\$3,691.51	\$3,723.73	Annual Average					\$3,564.74

³ For more information, see State Board of Equalization, Property and Special Taxes Department, 2 June 2005, "Notice of Board Action: Guidelines for the Assessment of Enforceably Restricted Historical Property" (Sacramento, CA).

Appendix A

Photographic Overview of Issues

Figure 1 Primary elevation, 335 Monterey Road (southwest perspective)



Figure 2 Primary elevation, detail, 335 Monterey Road (west perspective)



Figure 3 Detail of entrance porch (northeast perspective)



Figure 4 Detail of porch column and deterioration at base, 335 Monterey Road



Figure 5 Detail of porch column and deterioration at base, 335 Monterey Road



Figure 6 South elevation and arroyo stone wall, 335 Monterey Road (southwest perspective)



Figure 7 South elevation, overview, 335 Monterey Road (southwest perspective)



Figure 8 South elevation, overview, 335 Monterey Road (southeast perspective)



Figure 9 Detail, cracking mortar of arroyo stone wall (north perspective)



Figure 10 Wine cellar/root cellar in arroyo stone wall (north perspective)



Figure 11 Detail, wine cellar/root cellar in arroyo stone wall (north perspective)



Figure 12 Rear elevation, 335 Monterey Road (east perspective)



Figure 13 Detail of roof eaves, rafters, and wood-plank ceilings



Figure 14 Roofline and window detail, rear elevation (east perspective)



Figure 15 North elevation overview, 335 Monterey Road (northeast perspective)



Figure 16 North elevation detail, 335 Monterey Road (east perspective)



Figure 17 North elevation porch detail, 335 Monterey Road (west perspective)



Figure 18 North elevation porch detail, 335 Monterey Road (south perspective)



Figure 19 North elevation porch detail, 335 Monterey Road (northwest perspective)



Figure 20 Arroyo stone wall, driveway to 335 Monterey Road (northeast perspective)



Figure 21 Arroyo stone wall, entrance to 335 Monterey Road (north perspective)



Figure 22 Interior, detail of wood-frame window and hardware



Figure 23 Interior, detail of wood-frame window and hardware



Figure 24 Interior, detail of wood-frame window and hardware



Figure 25 Interior, detail of wood-frame window and hardware



Figure 26 Interior, detail of stained-glass window

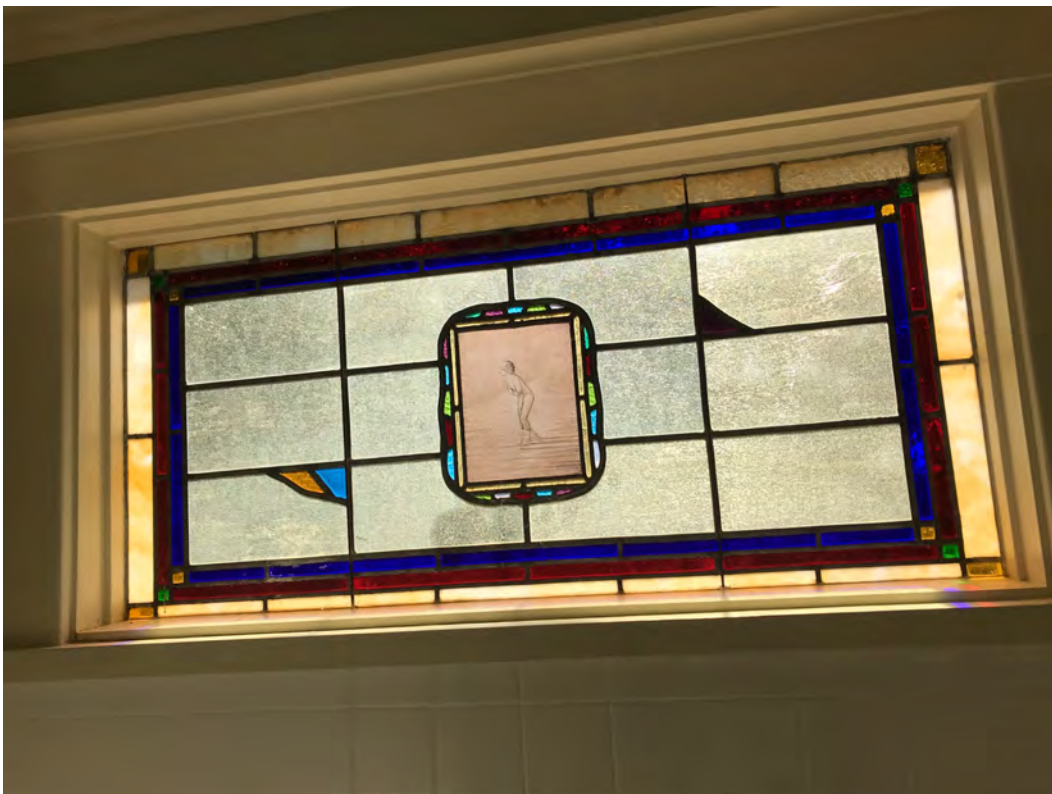


Figure 27 Interior, guestroom with leaking ceiling during rains



Figure 28 Interior cabinetry; overpainting has led to poorly fastening cabinet doors



Figure 29 Interior cabinetry; overpainting has led to poorly fastening cabinets



Appendix B

Letter of Intent, May 2020

Janice Lupien | Arroyo Vista Inn
335 Monterey Road, South Pasadena, California 91030
(p) 626-297-0213
(e) janicelupien@gmail.com; janice@arroyovistainn.com

Ms. Kanika Kith, Planning Manager
Mr. Mark Gallatin, Chair, Cultural Heritage Commission
City of South Pasadena Planning & Building Department
1414 Mission Street
South Pasadena, CA 91030

18 May 2020

Dear Ms. Kith and Mr. Gallatin:

I am writing to express my interest in applying for the Mills Act for my property at 335 Monterey Road, South Pasadena. Originally known as the Burwood House (and currently the Arroyo Vista Inn), 335 Monterey Road is a designated landmark in South Pasadena. The property was constructed in 1910 for Ezra and Ida Thompson on a hillside lot overlooking the former site of the Cawston Ostrich Farm.

The property was designated in January 2006 under multiple criteria in the City of South Pasadena (the original designation follows this letter). With its 10 rooms and unique, woodsy setting, which includes a distinctive stream-rock retaining wall and hardscaping, the Burwood House currently serves as a popular bed-and-breakfast, the Arroyo Vista Inn.

I purchased the property about four years ago, in order to continue operating the Arroyo Vista Inn and to provide a home for myself and my family. Since purchasing the property, I have made a number of interior and exterior improvements, in order to keep this landmark in good condition and to continue offering my guests a unique, comfortable experience as they discover South Pasadena and environs.

With the onset of the current Covid-19 health crisis, beginning in early/mid-March, though, my business has suffered greatly. During most spring seasons, the Inn is filled with guests. As of mid-May, our reservations have all but disappeared, and it is unknown when this situation might change or improve. This crisis is threatening the long-term viability of my property and my business.

Faced with this situation, I reached out to the City of South Pasadena to see if any help was available for business owners. The City's Planning Manager, Kanika Kith, told me about the Mills Act program, an incentive program I had not known about previously. In order to apply, I reached out to former Cultural Heritage Commissioner, Debi Howell-Ardila, MHP, who is helping me with all the application materials.

Since my property is well over a century old – 110 years old this year – the list of necessary preservation, rehabilitation and maintenance projects only seems to grow each year. The most pressing issues regard the need to remove/repair, re-seal and install around a dozen original casement windows for the property. These windows lend the Inn its historic character and charm, but most of them have been painted over on so many occasions that they no longer close or seal securely.

In addition, the rainy seasons we've had these last few years have brought some leaking ceilings, including in guest rooms. Completing an analysis of and repairs to the roof system will be a major project needing to be done in the relatively near future. As is often the case with a property over 100 years old, the wood framing and features around the house are showing signs of deterioration and dry

Burwood House (Arroyo Vista Inn), 335 Monterey Road, South Pasadena
Mills Act Letter of Intent

rot, including on the base of porch columns at the entrance patio, which is one of the most visible areas of the home, as well as along the roof rafters, fascia, and framing.

Settling of the house on the north elevation has also caused cracks and damage to a concrete staircase that leads up the hill to the house. This same issue is causing some slow-moving damage to our porch on the north side of the house, facing the San Gabriel Mountains, as well as to the wonderful stream-rock retaining wall, which is showing more and more cracks. Over the years, previous owners have attempted to repair and shore-up these areas in a temporary manner, but these issues will need a comprehensive intervention if the house is to survive and thrive for another century.

Given the current crisis facing my business, and the historic significance of the Burwood House, the Mills Act would allow me to offset my property taxes while continuing to invest in the preservation and maintenance of the property.

As the owner of a historic property and designated City landmark, I understand the importance of ensuring that maintenance and rehabilitation work to my property follows the City guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Therefore, with these major repair and rehabilitation work efforts on deck in the coming years, and with the economic uncertainty that might continue to affect my business through the rest of the year, I feel that the Mills Act property tax abatement would help me with both my business and my historic property.

Should the Cultural Heritage Commission approve my request to move forward with a Mills Act application, I would welcome the opportunity to meet with the Cultural Heritage Commission members in order to provide more information on the tasks we would like to include in a Mills Act application.

Thank you in advance for your consideration.

Sincerely,

Janice Lupien

Appendix:

Original 2006 City of South Pasadena Landmark Application, Burwood House

RESOLUTION NO. 6858**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SOUTH PASADENA, CALIFORNIA, DESIGNATING THE
BURWOOD HOUSE AT 335 MONTEREY ROAD AS A
CULTURAL HERITAGE LANDMARK (LANDMARK NO. 47)**

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance #2004 (commonly known as the "Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Cultural Heritage Commission to register the Burwood House at 335 Monterey Road as a landmark; and

WHEREAS, the research and documentation provided by Cultural Heritage Commission members Glen Duncan and John Lesak amply demonstrate the qualifications of the property for landmark designation; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the accredited architectural historian recently determined in a report that the Burwood House appears eligible for listing on the National Register of Historic Places; and

WHEREAS, the Commission made findings of fact based on the nomination and supporting materials and the information and testimony provided by the public pursuant to Subsection (a) (2) "Designation Criteria" of the above Ordinance Section, as follows:

(A.) *Its character, interest or value as a part of the heritage of the community;*

According to building biographer Tim Gregory, the residence was built in 1910. The original five-acre property was on a wooded hillside overlooking the Cawston Ostrich Farm, in what was then one of the most desirable and prestigious areas in South Pasadena. As such, it is a major contributor to the architectural and historic context of the Monterey Road neighborhood. Both owners, Ezra and Ida (Moon) Thompson, were South Pasadena community leaders. Ezra served as a trustee for many years on the South Pasadena School

Board and was listed in the local directory as a farmer. Ida was active in the Women's Improvement Association.

Important character-defining features specific to neighborhood context and the original agricultural use of the property include:

- **An extensive system of arroyo stone retaining walls along Monterey Road frontage, up the winding driveway and south of the residence.**
- **Wooden cellar door and cooling chamber (wine cellar/root cellar) leading through retaining wall and into hillside.**

(D.) Its exemplification of a particular architectural style of an era of history of the city;

The Craftsman Style, just beginning to hold sway in local residential development, predominates, although it also evidences Classical influences particularly Greek Revival, that were still popular, particularly in larger homes and public buildings. It is a particularly well-preserved example of this transition from classical to the modern, twentieth century American response to the Arts and Crafts movement now known as Craftsman.

(F.) Its identification as the work of a person whose work has influence the heritage of the City and the State of California.

Although little is known about his early life and education, Lester S. Moore, the architect of the 335 Monterey Road property, is recognized as one of Southern California's earliest noted architects. His career in the Los Angeles area spanned the period from about 1895 until shortly before his death in 1924.

An extensive list of Moore's work, abridged in the Tim Gregory's attached house history, indicates the architect's thorough familiarity and experience in a number of styles becoming popular following the turn of the 20th century. Moore first specialized in Mission Revival, then Craftsman, and later in period revival styles that gained acceptance after WWI. He also designed everything from single-family residences and multi-unit apartment houses to all kinds of public buildings. Previous to his work on the Thompson house, Moore had designed a studio residence and art gallery along the Arroyo Seco in South Pasadena for Franz Bischof, one of Southern California's premier *Plein Air* and studio painters. Unfortunately, that very significant structure was demolished years ago and Burwood is the most significant surviving example of Moore's work in South Pasadena.

WHEREAS, the Commission findings included a determination that the Burwood House has an extremely high degree of integrity; and

WHEREAS, based on the evidence presented in the application materials, the designation being categorically exempt from the California Environmental Quality Act, sub-committee research, on-site inspection and public testimony, the Cultural Heritage Commission voted to recommend designation of this property on November 17, 2005 and forwarded the recommendation to the City Council; and

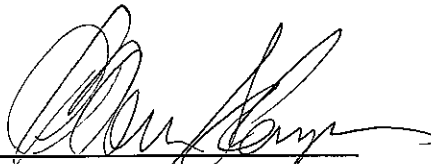
WHEREAS, the City Council held a public hearing on the proposed designation on January 18, 2006 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council approves the designation of 335 Monterey Road as an Official South Pasadena Historic Landmark; and

SECTION 2. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles County Registrar-Recorder/Clerk's Office.

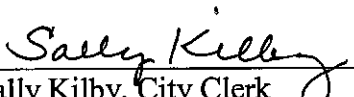
PASSED, APPROVED AND ADOPTED ON this 18th day of January, 2006.




Odom Stamps, Mayor

ATTEST:

APPROVED AS TO FORM:



Sally Kilby, City Clerk



Stephen P. Pfahler, Esq., City Attorney

RESOLUTION NO. 6858
Page 4

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 18th day of January, 2006, by the following vote:

AYES: Cacciotti, Margrave, Putnam, Ten and Mayor Stamps

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby

Sally Kilby, City Clerk

Appendix C

Supporting Documents

1. Annual property tax statement
2. Legal description of property
3. Utility Bill: City of South Pasadena, Water bill
4. Utility Bill: Southern California Edison, Electric bill
5. Utility Bill: Southern California Gas, Gas bill
6. Homeowner's Insurance Bill

2019

ANNUAL SECURED PROPERTY TAX Bill Item No. 5

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY
SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2019 TO JUNE 30, 2020

KEITH KNOX, ACTING TREASURER AND TAX COLLECTOR

FOR ASSISTANCE CALL 1(213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT propertytax.lacounty.gov

PROPERTY IDENTIFICATION

ASSESSOR'S ID. NO.: 5311 012 010 19 000
OWNER OF RECORD AS OF JANUARY 1, 2019
SAME AS BELOW

MAILING ADDRESS

0024704-0024704 SINGL 001 1234-- 828115
ARROYO VISTA INN LLC
335 MONTEREY RD
SOUTH PASADENA CA 91030-3524



ELECTRONIC FUND TRANSFER (EFT) NUMBER

ID#: [REDACTED] 5 YEAR: 19 SEQUENCE: 000 9
PIN: [REDACTED]

SPECIAL INFORMATION



DETAIL OF TAXES DUE FOR

AGENCY	AGENCY PHONE NO.	RATE	AMOUNT
GENERAL TAX LEVY		1.000000	\$ 21,229.15
ALL AGENCIES			
VOTED INDEBTEDNESS			
METRO WATER DIST		.003500	\$ 74.30
COMMNTY COLLEGE		.007207	152.99
UNIFIED SCHOOLS		.145289	3,084.36
DIRECT ASSESSMENTS			
FLOOD CONTROL	(626) 458-5165		\$ 309.86
SGV MOSQUITO&VCD	(800) 273-5167		13.84
LIBRARY TAX	(626) 403-7332		35.14
SPUSD PARCEL TAX	(800) 676-7516		397.58
LIGHT/LANDSCAPE	(626) 403-7376		155.38
MWD STANDBY #15	(866) 807-6864		9.26
TRAUMA/EMERG SRV	(866) 587-2862		182.99
RPOSD MEASURE A	(833) 265-2600		69.05
CNTY SAN DIST 16	(562) 908-4288		188.40
SAFE CLEAN WATER	(833) 275-7297		124.47
USGV MWD CHG	(866) 807-6864		10.00

ASSESSOR'S ID. NO. YR SEQ CK

5311 012 010 19 000 69

PROPERTY LOCATION AND/OR PROPERTY DESCRIPTION
335 MONTEREY RD SOUTH PASA
LINCOLN PARK LOT COM AT NW COR OF LOT 88
TH S 84.17' E 130 FT TO NE COR THEREOF
COMPLETE DESCRIPTION IN ASSESSOR RECORDS
LOT 88

TOTAL TAXES DUE

FIRST INSTALLMENT TAXES DUE NOV. 1, 2019 \$26,036.77
SECOND INSTALLMENT TAXES DUE FEB. 1, 2020 \$13,021.28
\$13,015.49

VALUATION INFORMATION

ROLL YEAR 19-20	CURRENT ASSESSED VALUE	TAXABLE VALUE
LAND	1,273,449	1,273,449
IMPROVEMENTS	848,966	848,966
PERS PROP	500	500

TOTAL 2,122,915
LESS EXEMPTION:
NET TAXABLE VALUE 2,122,915

ASSESSOR'S REGIONAL OFFICE

REGION #05 INDEX: 62000019 TRA: 09030
EAST DISTRICT OFFICE
1190 DURFEE AVE.
SOUTH EL MONTE CA 91733
(626) 258-6001

ACCT. NO.: PRINT NO.: 749076 BILL ID.:

ANY RETURNED PAYMENT MAY BE SUBJECT TO A FEE UP TO \$50.00.

DETACH AND MAIL THIS STUB WITH YOUR 2ND INSTALLMENT PAYMENT
DO NOT INCLUDE NOTES WITH YOUR PAYMENT
DO NOT STAPLE, TAPE OR CLIP PAYMENT STUB OR CHECK



ANNUAL 2019

ARROYO VISTA INN LLC
335 MONTEREY RD
SOUTH PASADENA CA 91030-3524

ASSESSOR'S ID. NO. YR SEQ CK PK
5311 012 010 19 000 69 2

2ND INSTALLMENT DUE INDICATE AMOUNT PAID

PAYMENT DUE 02/01/20 ----->
IF NOT RECEIVED OR POSTMARKED BY 04/10/20
REMIT AMOUNT OF \$14,327.03

\$13,015.49

FOR MAILING ADDRESS CHANGE
PLEASE MARK BOX BELOW AND
COMPLETE FORM ON REVERSE SIDE
OF THIS PAYMENT COUPON.

09650

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO.
on the lower left corner of your payment.

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

20019000953110120100001301549000143270365020410

2ND

5-49

**EXHIBIT B
LEGAL DESCRIPTION**

LEGAL DESCRIPTION AFTER LOT LINE ADJUSTMENT:

PARCEL 2:

THAT PORTION OF LOTS 88 AND 89, OF LINCOLN PARK IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 6, PAGES 358 AND 359, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF COUNTY RECORDER OF SAID COUNTY, LYING NORTHWESTERLY OF THE FOLLOWING DESCRIBED LINE "A" WITHIN THE FOLLOWING DESCRIBED BOUNDARY "B":

LINE "A":

COMMENCING AT THE MOST NORTHERLY CORNER OF SAID LOT 89; THENCE, SOUTH 84° 54' 01" EAST ALONG THE NORTHEASTERLY LINE OF SAID LOT 89, A DISTANCE OF 23.62 FEET TO A POINT, SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE SOUTH 00° 31' 00" EAST A DISTANCE OF 138.31 FEET; THENCE SOUTH 74° 01' 14" WEST, PARALLEL TO THE NORTH LINE OF TRACT 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, A DISTANCE OF 125.88 FEET; THENCE SOUTH 11° 07' 59" WEST 94.85 FEET TO THE NORTH LINE OF SAID TRACT.

BOUNDARY "B":

BEGINNING AT THE NORTHEASTERLY CORNER OF SAID LOT 89; THENCE SOUTH 0° 34' 00" EAST ALONG THE EASTERLY LINE THEREOF, 184.83 FEET, MORE OR LESS, TO THE NORTHEASTERLY CORNER OF TRACT NO 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE SOUTH 73° 57' 22" WEST ALONG THE NORTHERLY LINE OF SAID TRACT NO. 8385 A DISTANCE OF 354.58 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF PARCEL 1 OF THE LAND CONVEYED TO RICHARD M KELSEY, AND WIFE, BY DEED RECORDED IN BOOK 5185, PAGE 171, OF OFFICIAL RECORDS; THENCE ALONG THE EASTERLY LINE OF SAID PARCEL 1, THE FOLLOWING COURSES AND DISTANCES; NORTH 4° 21' 00" WEST 129.74 FEET; NORTH 19° 28' 10" WEST 21.20 FEET AND NORTH 20° 27' 00" EAST 53 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF THE LAND CONVEYED TO EMMA HALM BY DEED RECORDED IN BOOK 6839, PAGE 301, OF OFFICIAL RECORDS; THENCE NORTH 69° 04' 00" WEST ALONG THE SOUTHERLY LINE OF THE LAND SO CONVEYED TO EMMA HALM, 66.46 FEET TO THE SOUTHWESTERLY CORNER THEREOF, BEING A POINT IN A WESTERLY LINE OF THE AFORESAID PARCEL 1; THENCE SOUTH 19° 48' 55" WEST ALONG SAID WESTERLY LINE, 15 FEET, MORE OR LESS, TO AN ANGLE POINT THEREIN; THENCE NORTH 63° 21' 30" WEST ALONG A NORTHEASTERLY LINE OF SAID PARCEL 1, 20 FEET TO THE NORTHWESTERLY LINE OF SAID LOT 87; THENCE NORTH 27° 24' 35" EAST ALONG SAID NORTHWESTERLY LINE 150.08 FEET, MORE OR LESS, TO THE MOST NORTHERLY CORNER OF SAID LOT 87; THENCE SOUTH 63° 21' 30" EAST ALONG THE NORTHEASTERLY LINE THEREOF, 100 FEET TO THE MOST EASTERLY CORNER OF LOT 87; THENCE SOUTH 84° 53' 30" EAST ALONG THE NORTHERLY LINE OF SAID LOTS 88 AND 89, A DISTANCE OF 265 FEET TO THE POINT OF BEGINNING.

PARCEL 2 CONTAINING APPROXIMATELY 42,620 SQUARE FEET.

AS SHOWN ON EXHIBIT "C" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

CITY OF SOUTH PASADENA – DEPARTMENT OF CITY PLANNING

SCALE: 1"=20'	DATE: 06/23/20	PLAT PREPARED BY: CaliLand Engineering, Inc.	JN: 2018-1611	LOT LINE ADJUSTMENT
DRAWN BY: C		Civil Engineers Land Surveyors Land Planners 1216 SOUTH GARFIELD AVENUE, SUITE 200, ALHAMBRA, CA 91801 Phone: (626)281-2288 Fax: (626)281-2088 Visit us at: www.CaliLand.net		335 MONTEREY ROAD SOUTH PASADENA, CA 91030 APN: 5311-012-010 5311-012-011
SCRIVENER: kvl				PAGE 4 OF 5

**EXHIBIT B
LEGAL DESCRIPTION**

LEGAL DESCRIPTION AFTER LOT LINE ADJUSTMENT:

PARCEL 1:

THAT PORTION OF LOTS 88 AND 89, OF LINCOLN PARK IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 6, PAGES 358 AND 359, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF COUNTY RECORDER OF SAID COUNTY, LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE "A" WITHIN THE FOLLOWING DESCRIBED BOUNDARY "B":

LINE "A":

COMMENCING AT THE MOST NORTHERLY CORNER OF SAID LOT 89; THENCE SOUTH 84° 54' 01" EAST ALONG THE NORTHEASTERLY LINE OF SAID LOT 89, A DISTANCE OF 23.62 FEET TO A POINT, SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE SOUTH 00° 31' 00" EAST, A DISTANCE OF 138.31 FEET; THENCE SOUTH 74° 01' 14" WEST, PARALLEL TO THE NORTH LINE OF TRACT 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, A DISTANCE OF 125.88 FEET; THENCE SOUTH 11° 07' 59" WEST 94.85 FEET TO THE NORTH LINE OF SAID TRACT.

BOUNDARY "B":

BEGINNING AT THE NORTHEASTERLY CORNER OF SAID LOT 89; THENCE SOUTH 0° 34' 00" EAST ALONG THE EASTERLY LINE THEREOF, 184.83 FEET, MORE OR LESS, TO THE NORTHEASTERLY CORNER OF TRACT NO 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE SOUTH 73° 57' 22" WEST ALONG THE NORTHERLY LINE OF SAID TRACT NO. 8385 A DISTANCE OF 354.58 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF PARCEL 1 OF THE LAND CONVEYED TO RICHARD M KELSEY, AND WIFE, BY DEED RECORDED IN BOOK 5185, PAGE 171, OF OFFICIAL RECORDS; THENCE ALONG THE EASTERLY LINE OF SAID PARCEL 1, THE FOLLOWING COURSES AND DISTANCES; NORTH 4° 21' 00" WEST 129.74 FEET; NORTH 19° 28' 10" WEST 21.20 FEET AND NORTH 20° 27' 00" EAST 53 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF THE LAND CONVEYED TO EMMA HALM BY DEED RECORDED IN BOOK 6839, PAGE 301, OF OFFICIAL RECORDS; THENCE NORTH 69° 04' 00" WEST ALONG THE SOUTHERLY LINE OF THE LAND SO CONVEYED TO EMMA HALM, 66.46 FEET TO THE SOUTHWESTERLY CORNER THEREOF, BEING A POINT IN A WESTERLY LINE OF THE AFORESAID PARCEL 1; THENCE SOUTH 19° 48' 55" WEST ALONG SAID WESTERLY LINE, 15 FEET, MORE OR LESS, TO AN ANGLE POINT THEREIN; THENCE NORTH 63° 21' 30" WEST ALONG A NORTHEASTERLY LINE OF SAID PARCEL 1, 20 FEET TO THE NORTHWESTERLY LINE OF SAID LOT 87; THENCE NORTH 27° 24' 35" EAST ALONG SAID NORTHWESTERLY LINE 150.08 FEET, MORE OR LESS, TO THE MOST NORTHERLY CORNER OF SAID LOT 87; THENCE SOUTH 63° 21' 30" EAST ALONG THE NORTHEASTERLY LINE THEREOF, 100 FEET TO THE MOST EASTERLY CORNER OF LOT 87; THENCE SOUTH 84° 53' 30" EAST ALONG THE NORTHERLY LINE OF SAID LOTS 88 AND 89, A DISTANCE OF 265 FEET TO THE POINT OF BEGINNING.

PARCEL 1 CONTAINING APPROXIMATELY 34,181 SQUARE FEET.

AS SHOWN ON EXHIBIT "C" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

PREPARED BY ME
OR UNDER MY DIRECTION
ON: June 23, 2020


YOON LAI PLS 8886



CITY OF SOUTH PASADENA – DEPARTMENT OF CITY PLANNING

SCALE: 1"=20'	DATE: 06/23/20	PLAT PREPARED BY: CaliLand Engineering, Inc.	JN: 2018-1611	LOT LINE ADJUSTMENT
DRAWN BY: C		Civil Engineers Land Surveyors Land Planners 1216 SOUTH GARFIELD AVENUE, SUITE 200, ALHAMBRA, CA 91801 Phone: (626)281-2288 Fax: (626)281-2088 Visit us at: www.CaliLand.net		335 MONTEREY ROAD SOUTH PASADENA, CA 91030 APN: 5311-012-010 5311-012-011
SCRIVENER: kvl				PAGE 3 OF 5

EXHIBIT C PLAT MAP

OWNER INFORMATION:

PARCEL 1 & 2:
OWNER: ARROYO VISTA INN, LLC
335 MONTEREY ROAD
SOUTH PASADENA, CA 91030
TEL.: (626)297-0213

AREA BEFORE LOT LINE ADJUSTMENT:
POR. LOT 89: 34,146 S.F.
POR. LOT 88: 42,655 S.F.

AREA AFTER LOT LINE ADJUSTMENT:
PARCEL 1: 34,181 S.F.
PARCEL 2: 42,620 S.F.

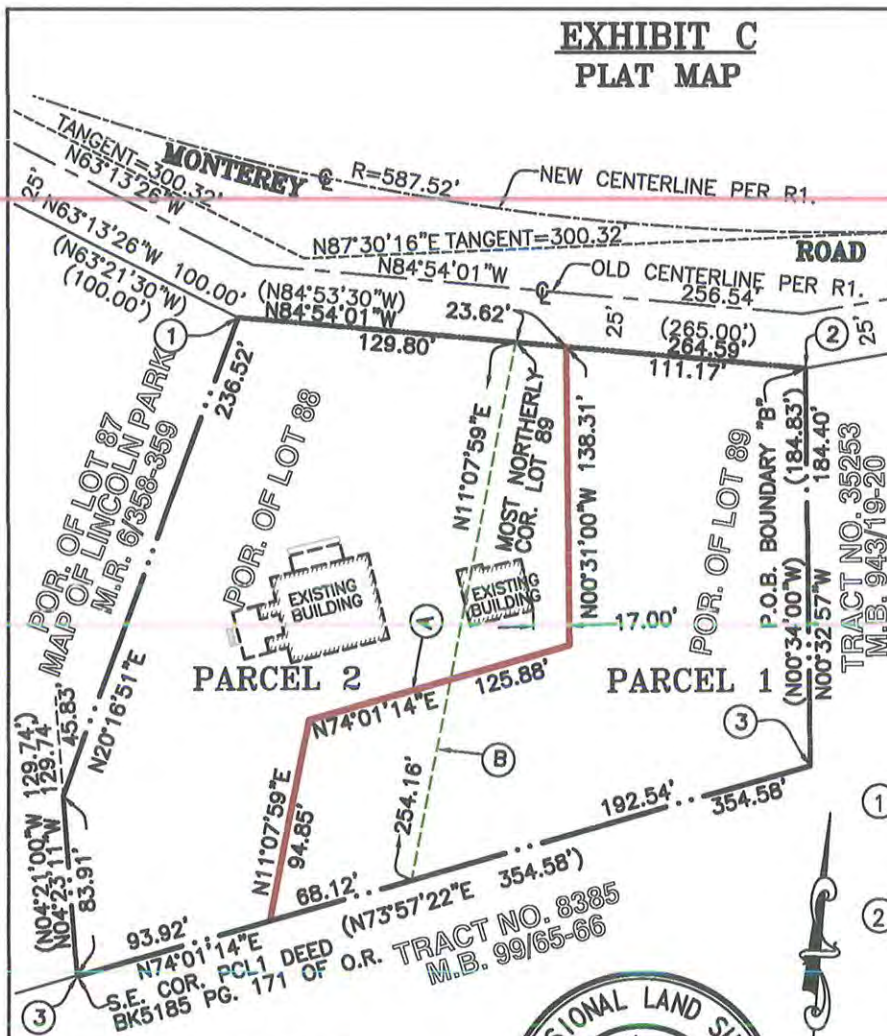
MONUMENT & REFERENCE NOTES:

- ① FD. L&T LS 4618 AT 1' O/S FROM PROP. COR. ALONG PL PROD. PER RS 204/32.
- ② FD. SOUTH HALF OF OLD 4" IP, CEMENT PLUG AND NAIL, EMBEDDED IN WALL FOOTING, 0.6' NORTH OF N/W CORNER OF LOT A, TR 9899, M.B. 136/77, PER TR. NO. 35253 M.B. 943/19-20.
- ③ FD. 1" IP LS 4618 PER R1.

R1: RS 204/32
D1: DEED RECORDED JUNE 16, 2016, AS INSTRUMENT NO. 2016 0692626 OF OFFICIAL RECORDS.

(XX.XX): RECORD PER D1.

- ① ADJUSTED LOT LINE ———
- ② EXISTING LOT LINE TO BE REMOVED - - - -



BASIS OF BEARINGS:

THE BEARING OF N87°30'16"E ON THE CENTERLINE TANGENT OF MONTEREY ROAD, AS SHOWN ON TRACT NO. 35253, M.B. 943/19-20 WAS TAKEN AS THE BASIS OF BEARINGS.



PREPARED BY ME
OR UNDER MY DIRECTION
ON: June 23, 2020

Yoon Lai
YOON LAI PLS 8886

ZONING:
PARCEL 1 - RE
PARCEL 2 - RE

CITY OF SOUTH PASADENA - DEPARTMENT OF CITY PLANNING

SCALE: 1"=20'	DATE: 06/23/20	PLAT PREPARED BY: CaliLand Engineering, Inc.	JN: 2018-1611	LOT LINE ADJUSTMENT 335 MONTEREY ROAD SOUTH PASADENA, CA 91030
DRAWN BY: C		Civil Engineers Land Surveyors Land Planners 1216 SOUTH GARFIELD AVENUE, SUITE 200, ALHAMBRA, CA 91801 Phone: (626)281-2288 Fax: (626)281-2088 Visit us at: www.CaliLand.net		APN: 5311-012-010 5311-012-011
SCRIVENER: kvl				PAGE 5 OF 5

**EXHIBIT A
EXISTING LEGAL DESCRIPTION**

LEGAL DESCRIPTION BEFORE LOT LINE ADJUSTMENT PER D1 REFERENCED HEREON BELOW.

PARCEL 2 (APN: 5311-012-010):

THAT PORTION OF LOT 88, OF LINCOLN PARK IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 6, PAGES 358 AND 359, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF COUNTY RECORDER OF SAID COUNTY, INCLUDED WITHIN THE FOLLOWING DESCRIBED BOUNDARY AS DESCRIBED IN D1:

BEGINNING AT THE NORTHEASTERLY CORNER OF SAID LOT 89; THENCE SOUTH 0° 34' 00" EAST ALONG THE EASTERLY LINE THEREOF, 184.83 FEET, MORE OR LESS, TO THE NORTHEASTERLY CORNER OF TRACT NO 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE SOUTH 73° 57' 22" WEST ALONG THE NORTHERLY LINE OF SAID TRACT NO. 8385 A DISTANCE OF 354.58 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF PARCEL 1 OF THE LAND CONVEYED TO RICHARD M KELSEY, AND WIFE, BY DEED RECORDED IN BOOK 5185, PAGE 171, OF OFFICIAL RECORDS; THENCE ALONG THE EASTERLY LINE OF SAID PARCEL 1, THE FOLLOWING COURSES AND DISTANCES; NORTH 4° 21' 00" WEST 129.74 FEET; NORTH 19° 28' 10" WEST 21.20 FEET AND NORTH 20° 27' 00" EAST 53 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF THE LAND CONVEYED TO EMMA HALM BY DEED RECORDED IN BOOK 6839, PAGE 301, OF OFFICIAL RECORDS; THENCE NORTH 69° 04' 00" WEST ALONG THE SOUTHERLY LINE OF THE LAND SO CONVEYED TO EMMA HALM, 66.46 FEET TO THE SOUTHWESTERLY CORNER THEREOF, BEING A POINT IN A WESTERLY LINE OF THE AFORESAID PARCEL 1; THENCE SOUTH 19° 48' 55" WEST ALONG SAID WESTERLY LINE, 15 FEET, MORE OR LESS, TO AN ANGLE POINT THEREIN; THENCE NORTH 63° 21' 30" WEST ALONG A NORTHEASTERLY LINE OF SAID PARCEL 1, 20 FEET TO THE NORTHWESTERLY LINE OF SAID LOT 87; THENCE NORTH 27° 24' 35" EAST ALONG SAID NORTHWESTERLY LINE 150.08 FEET, MORE OR LESS, TO THE MOST NORTHERLY CORNER OF SAID LOT 87; THENCE, SOUTH 63° 21' 30" EAST ALONG THE NORTHEASTERLY LINE THEREOF, 100 FEET TO THE MOST EASTERLY CORNER OF LOT 87; THENCE, SOUTH 84° 53' 30" EAST ALONG THE NORTHERLY LINE OF SAID LOTS 88 AND 89, A DISTANCE OF 265 FEET TO THE POINT OF BEGINNING.

AREA = 42,655 S.F.

AS SHOWN ON EXHIBIT C ATTACHED HERETO AND BY THIS REFERENCE MADE APART HEREOF.

REFERENCES:

D1: DEED RECORDED JUNE 16, 2016, AS INSTRUMENT NO. 2016 0692626 OF OFFICIAL RECORDS.

CITY OF SOUTH PASADENA – DEPARTMENT OF CITY PLANNING

SCALE: 1"=20'	DATE: 06/23/20	PLAT PREPARED BY: CaliLand Engineering, Inc.	JN: 2018-1611	LOT LINE ADJUSTMENT
DRAWN BY: C		Civil Engineers Land Surveyors Land Planners 1216 SOUTH GARFIELD AVENUE, SUITE 200, ALHAMBRA, CA 91801 Phone: (626)281-2288 Fax: (626)281-2088 Visit us at: www.CaliLand.net		335 MONTEREY ROAD SOUTH PASADENA, CA 91030
SCRIVENER: kvl				APN: 5311-012-010 5311-012-011
				PAGE 2 OF 5

**EXHIBIT A
EXISTING LEGAL DESCRIPTION**

LEGAL DESCRIPTION BEFORE LOT LINE ADJUSTMENT PER D1 REFERENCED HEREON BELOW.

PARCEL 1 (APN: 5311-012-011):

THAT PORTION OF LOT 89, OF LINCOLN PARK IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 6, PAGES 358 AND 359, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF COUNTY RECORDER OF SAID COUNTY, INCLUDED WITHIN THE FOLLOWING DESCRIBED BOUNDARY AS DESCRIBED IN D1:

BEGINNING AT THE NORTHEASTERLY CORNER OF SAID LOT 89; THENCE SOUTH 0° 34' 00" EAST ALONG THE EASTERLY LINE THEREOF, 184.83 FEET, MORE OR LESS, TO THE NORTHEASTERLY CORNER OF TRACT NO 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE SOUTH 73° 57' 22" WEST ALONG THE NORTHERLY LINE OF SAID TRACT NO. 8385 A DISTANCE OF 354.58 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF PARCEL 1 OF THE LAND CONVEYED TO RICHARD M. KELSEY, AND WIFE, BY DEED RECORDED IN BOOK 5185, PAGE 171, OF OFFICIAL RECORDS; THENCE ALONG THE EASTERLY LINE OF SAID PARCEL 1, THE FOLLOWING COURSES AND DISTANCES; NORTH 4° 21' 00" WEST 129.74 FEET; NORTH 19° 28' 10" WEST 21.20 FEET AND NORTH 20° 27' 00" EAST 53 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF THE LAND CONVEYED TO EMMA HALM BY DEED RECORDED IN BOOK 6839, PAGE 301, OF OFFICIAL RECORDS; THENCE NORTH 69° 04' 00" WEST ALONG THE SOUTHERLY LINE OF THE LAND SO CONVEYED TO EMMA HALM, 66.46 FEET TO THE SOUTHWESTERLY CORNER THEREOF, BEING A POINT IN A WESTERLY LINE OF THE AFORESAID PARCEL 1; THENCE SOUTH 19° 48' 55" WEST ALONG SAID WESTERLY LINE, 15 FEET, MORE OR LESS, TO AN ANGLE POINT THEREIN; THENCE NORTH 63° 21' 30" WEST ALONG A NORTHEASTERLY LINE OF SAID PARCEL 1, 20 FEET TO THE NORTHWESTERLY LINE OF SAID LOT 87; THENCE NORTH 27° 24' 35" EAST ALONG SAID NORTHWESTERLY LINE 150.08 FEET, MORE OR LESS, TO THE MOST NORTHERLY CORNER OF SAID LOT 87; THENCE SOUTH 63° 21' 30" EAST ALONG THE NORTHEASTERLY LINE THEREOF, 100 FEET TO THE MOST EASTERLY CORNER OF LOT 87; THENCE SOUTH 84° 53' 30" EAST ALONG THE NORTHERLY LINE OF SAID LOTS 88 AND 89, A DISTANCE OF 265 FEET TO THE POINT OF BEGINNING.

AREA = 34,146 S.F.

AS SHOWN ON EXHIBIT C ATTACHED HERETO AND BY THIS REFERENCE MADE APART HEREOF.



PREPARED BY ME
OR UNDER MY DIRECTION
ON: June 23, 2020

Yoon Lai

YOON LAI PLS 8886

REFERENCES:

D1: DEED RECORDED JUNE 16, 2016, AS INSTRUMENT NO. 2016 0692626 OF OFFICIAL RECORDS.

CITY OF SOUTH PASADENA – DEPARTMENT OF CITY PLANNING

SCALE: 1"=20'	DATE: 06/23/20	PLAT PREPARED BY: CaliLand Engineering, Inc. Civil Engineers Land Surveyors Land Planners 1216 SOUTH GARFIELD AVENUE, SUITE 200, ALHAMBRA, CA 91801 Phone: (626)281-2288 Fax: (626)281-2088 Visit us at: www.CaliLand.net	JN: 2018-1611	LOT LINE ADJUSTMENT 335 MONTEREY ROAD SOUTH PASADENA, CA 91030 APN: 5311-012-010 5311-012-011
DRAWN BY: C				
SCRIVENER: kul				PAGE 1 OF 5



City of South Pasadena
 415 Pisgah Church Rd Ste 374
 Greensboro, NC 27455

TEMP-RETURN SERVICE REQUESTED

Utility Billing Statement - City of South Pasadena

If you have any questions, you may contact us at (877) 583-7933 or visit <https://southpasadena.secure.munibilling.com>. To pay by IVR phone, call 877-556-7929.

JANICE LUPIEN
 335 MONTEREY RD
 SOUTH PASADENA, CA 91030-3524



00466

PREVIOUS BALANCE	\$606.64
PAYMENTS	\$0.00
CURRENT CHARGES	\$418.05
TOTAL DUE 06/25/2020	\$1,024.69

466 01/01 R432-202 F01 L0000695 STOCK = F-G2 CLIENT = 001087

ACCOUNT NUMBER [REDACTED]	Meter #	Start Read	End Read	Consumption
CUSTOMER JANICE LUPIEN	[REDACTED]	03/23/20 - 10487	05/18/20 - 10520	33
SERVICE ADDRESS 335 MONTEREY RD SOUTH PASADENA CA 91030				
BILL DATE 05/26/2020				

SERVICE	START	END	USAGE	AMOUNT
Water Base Charge 1.5"	03/23/2020	05/20/2020		\$231.68
Water Consumption 1.5" (33 @ \$3)	03/23/2020 - 10487	05/18/2020 - 10520	33	\$109.89
Efficiency Fee (33 @ \$0.14) Per	03/23/2020 - 10487	05/18/2020 - 10520	33	\$4.62
Waste Water Basic Charge MULTI	03/23/2020	05/20/2020		\$44.24
UTAX				\$25.62
Wastewater Discharge Fee	03/23/2020	05/20/2020		\$2.00
TOTAL CURRENT CHARGES				\$418.05

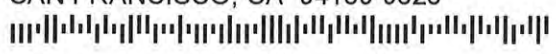
Please detach below perforation and return with payment

ACCOUNT NUMBER	[REDACTED]
SERVICE ADDRESS	335 MONTEREY RD
AMOUNT DUE	\$1,024.69
DUE DATE	06/25/2020
NAME	JANICE LUPIEN
COMPANY ID	1087

Use the code 129857 to sign-up online at <https://southpasadena.secure.munibilling.com>

Return this stub. Write your account number on your check in the memo area.

City of South Pasadena
 PO BOX 399328
 SAN FRANCISCO, CA 94139-9328





For billing and service inquiries
1-866-701-7868
www.sce.com

Your electricity bill

LUPIEN, JANICE / Page 1 of 6

Customer Account

Date bill prepared
03/28/20

Amount due \$5,248.09

335 MONTEREY RD
SOUTH PASADENA, CA
91030-3524

PAST DUE

Year-to-date delivery charges through month 1: \$845.74
Year-to-date generation charges:
Refer to the generation section of the bill

Your account summary

Previous Balance	\$6,209.70
Payment Received 03/23/20	-\$1,300.00
Payment arrangement balance	\$4,909.70
Your new charges	\$307.22
Late payment charge	\$31.17
Total amount you owe	\$5,248.09

In order to pay your total payment arrangement balance on time, you will need to pay:

- \$445.00 by 05/11/20
 - \$4,464.70 by agreed upon future dates
- Your total new charges of \$338.39 are due by 04/16/20.

Your payment arrangement will be cancelled if we do not receive your payments by 5 p.m. on the dates specified and your service may be disconnected without further notice.

Understand Net Energy Metering (NEM) billing

You are billed annually for your delivery charges because they can be offset by delivery credits over your 12-month billing period. Any charges not offset by credits will become due at the end of your 12-month billing period.

Your 12-month billing period may be different for delivery and generation charges.

You also receive a monthly bill. It reflects the minimum amount due each month, which supports the cost of maintenance and operation for providing electricity.

Please return the payment stub below with your payment and make your check payable to Southern California Edison. If you want to pay in person, call 1-800-747-8908 for locations, or you can pay online at www.sce.com.

(14-574)

Tear here

Tear here



Customer account [REDACTED]
Please write this number on the memo line of your check. Make your check payable to Southern California Edison.

Payment arrangement amount	\$4,909.70
New charges - pay by 04/16/20	\$338.39
Total amount you owe	\$5,248.09

Amount enclosed \$

STMT 03/28/2024

LUPIEN, JANICE
335 MONTEREY RD
SOUTH PASADENA, CA 91030-3524

P.O. BOX 600
ROSEMEAD, CA 91771-0001

38- [REDACTED]



ACCOUNT NUMBER
 SERVICE FOR
 JANICE LUPIEN
 335 MONTEREY RD
 S PASADENA CA 91030-3524

DATE MAILED Feb 19, 2020 Page 1 of 2
 24 Hour Service
1-800-427-2200 English
 1-800-342-4545 Español
 1-800-252-0259 TTY
 socialgas.com

Item No. 5

Account Summary

Amount of Last Bill			\$375.13
Payment Received	02/03/20	THANK YOU	- 375.13
Current Charges			+ 328.79
Total Amount Due			\$328.79

DATE DUE	Mar 5, 2020
AMOUNT DUE	\$328.79

Current Charges

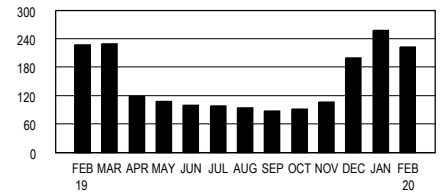
Rate: GM-E - Residential Climate Zone: 1
 Meter Number: 13757202 (Next scheduled read date Mar 12 2020) Cycle: 9
 Master Meter Living Units: 3

Billing Period	Days	Current Reading	Previous Reading	= Difference	x Billing Factor	= Total Therms
01/11/20 - 02/11/20	31	9192	8978	214	1.040	223

GAS CHARGES		Amount(\$)
Customer Charge	31 Days x \$.16438	5.10
Gas Service (Details below)	223 Therms	
	<u>Baseline</u>	<u>Over Baseline</u>
Therms used	157	66
Rate/Therm	\$1.13885	\$1.49303
Charge	\$178.80	+ \$98.54 = 277.34

TAXES & FEES ON GAS CHARGES		Amount(\$)
State Regulatory Fee	223 Therms x \$.00247	.55
Public Purpose Surcharge	223 Therms x \$.10252	22.86
South Pasadena City Users Tax	\$305.85 x 7.50%	22.94
Total Taxes and Fees on Gas Charges		\$46.35
Total Current Charges \$328.79		

Gas Usage History (Total Therms used)



	Feb 19	Jan 20	Feb 20
Total Therms used	228	259	223
Daily average Therms	7.9	8.4	7.2
Days in billing cycle	29	31	31

SoCalGas' gas commodity cost per therm for your billing period:
 Feb. \$.28008 Jan. \$.34730

PLEASE KEEP THIS PORTION FOR YOUR RECORDS. (FAVOR DE GUARDAR ESTA PARTE PARA SUS REGISTROS.)
 PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. (FAVOR DE DEVOLVER ESTA PARTE CON SU PAGO.)



Save Paper & Postage
 PAY ONLINE
 socialgas.com

ACCOUNT NUMBER

DATE DUE	Mar 5, 2020
AMOUNT DUE	\$328.79

Please enter amount enclosed.

\$

Write account number on check and make payable to SoCalGas.

JANICE LUPIEN
 335 MONTEREY RD
 S PASADENA CA 91030-3524

SoCalGas
 PO BOX C
 MONTEREY PARK CA 91756-5111



**PHILADELPHIA
INSURANCE COMPANIES**

A Member of the Tokio Marine Group

One Bala Plaza, Suite 100
Bala Cynwyd, Pennsylvania 19004
610.617.7900 Fax 610.617.7940
PHLY.com

PROPOSAL FOR INSURANCE

Quotation Number: 13825060

Proposal Date: 06/12/2020

Named Insured and Mailing Address:

Arroyo Vista Inn, LLC
335 Monterey Rd
South Pasadena, CA 91030-3524

Producer: 21716

Shaw, Moses, Mendenhall & Assoc.
625 Fair Oaks Ave Suite 158
South Pasadena, CA 91030

Contact: Mike Anderson

Phone: (626)799-7813

Fax: (626)799-8784

Insurer: Philadelphia Indemnity Insurance Company

Policy Period From: 06/16/2020

To: 06/16/2021

Proposal Valid Until: 06/16/2020

at 12:01 A.M. Standard Time at your mailing address shown above.

Product: Guides & Outfitters

Submission Type: New Business

PHLY Representative: Plousis, Mark J.

PHLY Representative Phone: (949) 330-2377

Underwriter: Wing, Elliott G.

Underwriter Phone: (303) 200-5390

Email: MarkJ.plousis@phly.com

Email: elliot.wing@phly.com

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO EXTEND INSURANCE AS STATED IN THIS PROPOSAL.

THIS PROPOSAL CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Commercial Property Coverage Part	\$ 11,346.00
Commercial General Liability Coverage Part	\$ 1,213.00
Liquor Liability	\$ 250.00

The Total Premium includes Federal Terrorism Risk Insurance Act Premium in the amount of:

TOTAL	\$ 12,809.00
	\$ 370.00

Bill Plan Options:

- 25% Down and 11 Consecutive Monthly Installments - Combined minimum premium must be \$7,350
- 25% Down and 9 Consecutive Monthly Installments - Combined minimum premium must be \$6,000
- 25% Down and 5 Consecutive Monthly Installments - Combined minimum premium must be \$3,333
- 25% Down and 3 Consecutive Monthly Installments - Combined minimum premium must be \$2,000
- 50% Down and 2 Consecutive Monthly Installments - Combined minimum premium must be \$2,000
- 30% Down and 3 Quarterly Installments - Combined minimum premium must be \$2,150
- Premiums under \$2,000 are Fixed Annual billing

The premium shown is subject to the following terms and conditions:

A signed UM/UIM Selection/Rejection form is required upon binding. (If applicable.)

Any taxes, fees or surcharges included in the total premium shown on the proposal are not subject to installment billing.

Insurer: Philadelphia Indemnity Insurance Company

Policy Period From: 06/16/2020
Proposal Valid Until: 06/16/2020

To: 06/16/2021
 at 12:01 A.M. Standard Time at your mailing address shown above.

Product: Guides & Outfitters

Submission Type: New Business

PHLY Representative: Plousis, Mark J.
PHLY Representative Phone: (949) 330-2377
Underwriter: Wing, Elliott G.
Underwriter Phone: (303) 200-5390

Email: MarkJ.plousis@phly.com
Email: elliot.wing@phly.com

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO EXTEND INSURANCE AS STATED IN THIS PROPOSAL.

THIS PROPOSAL CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Commercial Property Coverage Part	\$ 11,346.00
Commercial General Liability Coverage Part	\$ 1,213.00
Liquor Liability	\$ 250.00

The Total Premium includes Federal Terrorism Risk Insurance Act Premium	TOTAL	\$ 12,809.00
in the amount of:		\$ 370.00

- Bill Plan Options:**
- 25% Down and 11 Consecutive Monthly Installments - Combined minimum premium must be \$7,350
 - 25% Down and 9 Consecutive Monthly Installments - Combined minimum premium must be \$6,000
 - 25% Down and 5 Consecutive Monthly Installments - Combined minimum premium must be \$3,333
 - 25% Down and 3 Consecutive Monthly Installments - Combined minimum premium must be \$2,000
 - 50% Down and 2 Consecutive Monthly Installments - Combined minimum premium must be \$2,000
 - 30% Down and 3 Quarterly Installments - Combined minimum premium must be \$2,150
 - Premiums under \$2,000 are Fixed Annual billing

The premium shown is subject to the following terms and conditions:

A signed UM/UIM Selection/Rejection form is required upon binding. (If applicable.)
 Any taxes, fees or surcharges included in the total premium shown on the proposal are not subject to installment billing.

Appendix D

Mills Act Work Plan Matrix

10-Year Work Plan, 335 Monterey Road, South Pasadena

Rehabilitation Treatment Approach: Standards and Guidelines

All work efforts will be guided by the rehabilitation treatment guidelines: (1) Identify, Retain, and Preserve; (2) Stabilize; (3) Protect and Maintain; (4) Repair; (5) Limited, In-Kind Replacement

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/Maintenance Schedule	Estimated Cost
Exterior					
Windows, wood-frames, surrounds and sills	Yes	<p>Condition: Good</p> <p>Repairs: (1) Rehabilitation of historic windows to include (but not necessarily be limited to): repair of poorly sealing windows and nonoperational hardware; re-weather stripping/re-sealing where needed; and repainting windows and window frames in period-appropriate palette</p>	<p>Windows and their functional and decorative features shall be repaired according to the <i>Secretary of the Interior’s Standards for the Treatment of Historic Properties</i>.</p> <p>Recommended treatment guidelines:</p> <ol style="list-style-type: none"> 1. Identify, retain, and preserve: “Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds. 2. Stabilize: “Stabilizing deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking appropriate preservation work.” 3. Protect and maintain: “Protecting and maintaining the wood and architectural metals which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.” “Making windows weather tight by re-caulking and replacing or installing weather-stripping. These actions also improve thermal efficiency.” 4. Repair: “Repairing window frames and sash by patching, piecing-in, consolidating or otherwise reinforcing them using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment.” 	<p>2023</p> <p>Biannual maintenance as needed (2025, 2027, 2029)</p>	<p>\$ 65,000</p> <p>To be completed by contractor with experience in historic preservation</p>

* Unless otherwise noted, all quoted material describing recommended treatment approaches is drawn from the *Secretary of the Interior’s Standards for the Treatment of Historic Properties*, “Rehabilitation Treatment,” US Department of the Interior, National Park Service, Washington, DC. Available at: <http://www.nps.gov/history/hps/tps/standguide>.

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/Maintenance Schedule	Estimated Cost
			<p>5. Limited Replacement In-Kind: “Replacing in kind extensively deteriorated or missing parts of windows when there are surviving prototypes such as frames, sash, sills, glazing, and hoodmolds. The new work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment.”</p>		
Roof, Main House	Yes (configuration, pitch, original ornamental details where extant, and roof line eaves, rafters, bargeboards, and eave ceiling); sheathed in nonoriginal composition shingles	<p>Condition: Good overall (but house leaks during rains)</p> <p>Repairs: Re-roofing, to include removal of solar panels on south elevation; tear-off; repairs as needed to roof system structure; re-sheathing of roof with composition shingles; reinstallation of solar panels</p> <p>Along roof line/eaves, repairs/patching or in-kind replacement of areas of damaged and deteriorated stucco and/or wood features, including roof rafters and fascia; resealing and repainting in period-appropriate palette.</p>	<p>Recommended rehabilitation treatment guidelines for re-roofing:</p> <ol style="list-style-type: none"> 1. Identify, retain, preserve: Identify “the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof’s shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, & weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning.” 2. Protect and retain: “Cleaning of gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation. ... Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.” 3. Repair: “Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof. <p>Recommended rehabilitation treatment guidelines, wood roofline features (eaves and ceiling boards, rafters, and bargeboards):</p> <ol style="list-style-type: none"> 1. Identify, retain, and preserve: “Identifying, retaining/preserving wood features that are important in defining the historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors.” 2. Stabilize: “Stabilizing deteriorated or damaged wood as a preliminary measure, when necessary, prior to undertaking appropriate preservation work.” 3. Protect and Maintain: 	2025 Triannual inspection	\$ 85,000 To be completed by contractor with experience in historic preservation

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
			<p>“Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.</p> <p>Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building... Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary.”</p> <p>4. Repair: “Repairing, stabilizing, and conserving fragile wood using well-tested consolidants, when appropriate. Repairs should be physically and visually compatible and identifiable upon close inspection for future research. Repairing wood features by patching, piecing-in, or otherwise reinforcing the wood using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment.”</p> <p>5. Limited Replacement in Kind: “Replacing in kind extensively deteriorated or missing parts of wood features when there are surviving prototypes such as brackets, molding, or sections of siding. New work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment.”</p> <p>Not Recommended: “Replacing an entire wood feature such as a column or stairway when limited replacement of deteriorated and missing parts is appropriate.</p> <p>Using replacement material that does not match the historic wood feature; or failing to properly document the new work.”</p>		
Main Entrance Porch, wood columns	Yes	<p>Condition: Fair/Poor</p> <p>Repairs: Mitigation of termite and dry rot damage to wood</p>	<p>Recommended treatment guidelines:</p> <p>1. Identify, retain, and preserve: Identifying elements of “entrances and porches--and their functional and decorative features--that are important in defining the overall historic character of the building.”</p>	<p>2025</p> <p>Biannual termite inspection</p>	<p>\$ 35,000</p> <p>To be completed by contractor with historic preservation experience</p>

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
		columns; repainting	<p>2. Protect and maintain: “Protecting and maintaining the masonry, wood, and architectural metals that comprise entrances and porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.”</p> <p>“Protecting and maintaining the structural systems...by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation.”</p> <p>3. Repair: “Repairing entrances and porches by reinforcing the historic materials. Repair will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, cornices, entablatures, columns, sidelights, and stairs.”</p> <p>Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior’s Standards for the Treatment of Historic Properties. This mitigation will seek to “stabilize, consolidate, and conserve existing historic materials” and will “replace minimum amount of fabric necessary and match materials in-kind.”</p> <p>Paint removal by gentlest means possible; no machine sanding or power washing to be used on character-defining materials or features.</p> <p>1. Protect and maintain:</p>		
Overall site	Yes	Property perched on high, hillside lot; signs of soil settlement; causing some damage on north elevation	Property owner to commission a geotechnical/soils analysis from engineer with historic preservation experience (meeting the Cultural Heritage Ordinance definition of a structural engineer). The report will analyze any site settlement issues and make recommendations for stabilization as well as repairs (including to sloping concrete stairs and porch on north elevation)	2028	\$35,000

ATTACHMENT 2
Mills Act Letter of Intent

Janice Lupien | Arroyo Vista Inn
335 Monterey Road, South Pasadena, California 91030
(p) 626-297-0213
(e) janicelupien@gmail.com; janice@arroyovistainn.com

Ms. Kanika Kith, Planning Manager
Mr. Mark Gallatin, Chair, Cultural Heritage Commission
City of South Pasadena Planning & Building Department
1414 Mission Street
South Pasadena, CA 91030

18 May 2020

Dear Ms. Kith and Mr. Gallatin:

I am writing to express my interest in applying for the Mills Act for my property at 335 Monterey Road, South Pasadena. Originally known as the Burwood House (and currently the Arroyo Vista Inn), 335 Monterey Road is a designated landmark in South Pasadena. The property was constructed in 1910 for Ezra and Ida Thompson on a hillside lot overlooking the former site of the Cawston Ostrich Farm.

The property was designated in January 2006 under multiple criteria in the City of South Pasadena (the original designation follows this letter). With its 10 rooms and unique, woodsy setting, which includes a distinctive stream-rock retaining wall and hardscaping, the Burwood House currently serves as a popular bed-and-breakfast, the Arroyo Vista Inn.

I purchased the property about four years ago, in order to continue operating the Arroyo Vista Inn and to provide a home for myself and my family. Since purchasing the property, I have made a number of interior and exterior improvements, in order to keep this landmark in good condition and to continue offering my guests a unique, comfortable experience as they discover South Pasadena and environs.

With the onset of the current Covid-19 health crisis, beginning in early/mid-March, though, my business has suffered greatly. During most spring seasons, the Inn is filled with guests. As of mid-May, our reservations have all but disappeared, and it is unknown when this situation might change or improve. This crisis is threatening the long-term viability of my property and my business.

Faced with this situation, I reached out to the City of South Pasadena to see if any help was available for business owners. The City's Planning Manager, Kanika Kith, told me about the Mills Act program, an incentive program I had not known about previously. In order to apply, I reached out to former Cultural Heritage Commissioner, Debi Howell-Ardila, MHP, who is helping me with all the application materials.

Since my property is well over a century old – 110 years old this year – the list of necessary preservation, rehabilitation and maintenance projects only seems to grow each year. The most pressing issues regard the need to remove/repair, re-seal and install around a dozen original casement windows for the property. These windows lend the Inn its historic character and charm, but most of them have been painted over on so many occasions that they no longer close or seal securely.

In addition, the rainy seasons we've had these last few years have brought some leaking ceilings, including in guest rooms. Completing an analysis of and repairs to the roof system will be a major project needing to be done in the relatively near future. As is often the case with a property over 100 years old, the wood framing and features around the house are showing signs of deterioration and dry

Burwood House (Arroyo Vista Inn), 335 Monterey Road, South Pasadena
Mills Act Letter of Intent

rot, including on the base of porch columns at the entrance patio, which is one of the most visible areas of the home, as well as along the roof rafters, fascia, and framing.

Settling of the house on the north elevation has also caused cracks and damage to a concrete staircase that leads up the hill to the house. This same issue is causing some slow-moving damage to our porch on the north side of the house, facing the San Gabriel Mountains, as well as to the wonderful stream-rock retaining wall, which is showing more and more cracks. Over the years, previous owners have attempted to repair and shore-up these areas in a temporary manner, but these issues will need a comprehensive intervention if the house is to survive and thrive for another century.

Given the current crisis facing my business, and the historic significance of the Burwood House, the Mills Act would allow me to offset my property taxes while continuing to invest in the preservation and maintenance of the property.

As the owner of a historic property and designated City landmark, I understand the importance of ensuring that maintenance and rehabilitation work to my property follows the City guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Therefore, with these major repair and rehabilitation work efforts on deck in the coming years, and with the economic uncertainty that might continue to affect my business through the rest of the year, I feel that the Mills Act property tax abatement would help me with both my business and my historic property.

Should the Cultural Heritage Commission approve my request to move forward with a Mills Act application, I would welcome the opportunity to meet with the Cultural Heritage Commission members in order to provide more information on the tasks we would like to include in a Mills Act application.

Thank you in advance for your consideration.

Sincerely,

Janice Lupien

Appendix:

Original 2006 City of South Pasadena Landmark Application, Burwood House

RESOLUTION NO. 6858**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SOUTH PASADENA, CALIFORNIA, DESIGNATING THE
BURWOOD HOUSE AT 335 MONTEREY ROAD AS A
CULTURAL HERITAGE LANDMARK (LANDMARK NO. 47)**

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance #2004 (commonly known as the "Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Cultural Heritage Commission to register the Burwood House at 335 Monterey Road as a landmark; and

WHEREAS, the research and documentation provided by Cultural Heritage Commission members Glen Duncan and John Lesak amply demonstrate the qualifications of the property for landmark designation; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the accredited architectural historian recently determined in a report that the Burwood House appears eligible for listing on the National Register of Historic Places; and

WHEREAS, the Commission made findings of fact based on the nomination and supporting materials and the information and testimony provided by the public pursuant to Subsection (a) (2) "Designation Criteria" of the above Ordinance Section, as follows:

(A.) *Its character, interest or value as a part of the heritage of the community;*

According to building biographer Tim Gregory, the residence was built in 1910. The original five-acre property was on a wooded hillside overlooking the Cawston Ostrich Farm, in what was then one of the most desirable and prestigious areas in South Pasadena. As such, it is a major contributor to the architectural and historic context of the Monterey Road neighborhood. Both owners, Ezra and Ida (Moon) Thompson, were South Pasadena community leaders. Ezra served as a trustee for many years on the South Pasadena School

Board and was listed in the local directory as a farmer. Ida was active in the Women's Improvement Association.

Important character-defining features specific to neighborhood context and the original agricultural use of the property include:

- **An extensive system of arroyo stone retaining walls along Monterey Road frontage, up the winding driveway and south of the residence.**
- **Wooden cellar door and cooling chamber (wine cellar/root cellar) leading through retaining wall and into hillside.**

(D.) Its exemplification of a particular architectural style of an era of history of the city;

The Craftsman Style, just beginning to hold sway in local residential development, predominates, although it also evidences Classical influences particularly Greek Revival, that were still popular, particularly in larger homes and public buildings. It is a particularly well-preserved example of this transition from classical to the modern, twentieth century American response to the Arts and Crafts movement now known as Craftsman.

(F.) Its identification as the work of a person whose work has influence the heritage of the City and the State of California.

Although little is known about his early life and education, Lester S. Moore, the architect of the 335 Monterey Road property, is recognized as one of Southern California's earliest noted architects. His career in the Los Angeles area spanned the period from about 1895 until shortly before his death in 1924.

An extensive list of Moore's work, abridged in the Tim Gregory's attached house history, indicates the architect's thorough familiarity and experience in a number of styles becoming popular following the turn of the 20th century. Moore first specialized in Mission Revival, then Craftsman, and later in period revival styles that gained acceptance after WWI. He also designed everything from single-family residences and multi-unit apartment houses to all kinds of public buildings. Previous to his work on the Thompson house, Moore had designed a studio residence and art gallery along the Arroyo Seco in South Pasadena for Franz Bischof, one of Southern California's premier *Plein Air* and studio painters. Unfortunately, that very significant structure was demolished years ago and Burwood is the most significant surviving example of Moore's work in South Pasadena.

WHEREAS, the Commission findings included a determination that the Burwood House has an extremely high degree of integrity; and

WHEREAS, based on the evidence presented in the application materials, the designation being categorically exempt from the California Environmental Quality Act, sub-committee research, on-site inspection and public testimony, the Cultural Heritage Commission voted to recommend designation of this property on November 17, 2005 and forwarded the recommendation to the City Council; and

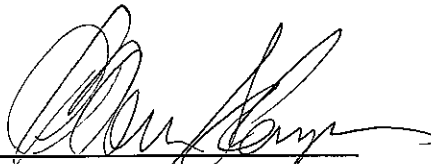
WHEREAS, the City Council held a public hearing on the proposed designation on January 18, 2006 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council approves the designation of 335 Monterey Road as an Official South Pasadena Historic Landmark; and

SECTION 2. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles County Registrar-Recorder/Clerk's Office.

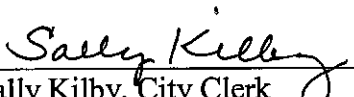
PASSED, APPROVED AND ADOPTED ON this 18th day of January, 2006.




Odom Stamps, Mayor

ATTEST:

APPROVED AS TO FORM:



Sally Kilby, City Clerk



Stephen P. Pfahler, Esq., City Attorney

RESOLUTION NO. 6858
Page 4

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 18th day of January, 2006, by the following vote:

AYES: Cacciotti, Margrave, Putnam, Ten and Mayor Stamps

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby

Sally Kilby, City Clerk



Cultural Heritage Commission Agenda Report

ITEM NO. 6

DATE: September 17, 2020

TO: Chair and Members of the Cultural Heritage Commission

FROM: Kanika Kith, Planning Manager

PREPARED BY: Malinda Lim, Associate Planner
Aneli Gonzalez, Management Planning Intern

SUBJECT: **Project No. 2346-MIL** – Recommendation of a Mills Act Contract Located at 704 Meridian Avenue (Assessor’s Parcel Number: 5313-013-041)

Recommendation

The Subcommittee of the Cultural Heritage Commission recommends that the Commission make a recommendation to the City Council to enter into a Mills Act contract for 704 Meridian Avenue, which is a contributor to the designated North of Mission Street District.

Discussion/Analysis

On May 28, 2020, the property owners of 704 Meridian Avenue submitted a Letter of Intent to apply for a Mills Act contract. On June 18, 2020, a subcommittee composed of Commissioners Mark Gallatin and Kris Morrish was formed to review the submitted materials for the Mills Act request and to conduct an on-site meeting with the homeowner to inspect the condition of the property.

A formal Mills Act application was filed on August 25, 2020 by the property owners. The Subcommittee reviewed the application along with the proposed work plan and recommends approval of the Mills Act application. The Subcommittee prepared a staff report with their findings for approval. Staff finds that the subject property qualifies for a Mills Act contract because it is a contributor to the North of Mission Historic District and that the proposed work plan for rehabilitation and restoration of the historic resource is appropriate and meet the criteria for a Mills Act Contract as listed in South Pasadena Municipal Code Section 2.68(B)(1)(c). The North of Mission Historic District was determined eligible for the National Register by the Keeper on March 31, 1983 on March 31, 1983.

Proposed Scope of Work:

The applicant has provided information regarding the condition of the historic property and a proposed rehabilitation and maintenance work plan prepared by Debi Howell-Ardilla, MHP has been provided. The following is a listing of the work plan with restoration items, costs, and schedule provided in the rehabilitation and restoration plans and the maintenance program (**Attachment 1**):

Item No. 6

Cultural Heritage Commission
September 17, 2020

704 Meridian Avenue – 2346-MIL
Page 2 of 5

Proposed Project & Description	Est. Cost	Schedule
1. Garage: structural retrofitting; repairs of wood framing/sheathing; removal/repairs and re-sheathing of roof; repainting garage	\$25,000	2022
2. Window repairs, repainting	\$25,000	2023
3. North elevation wood-framed window screens to replace aluminum-framed screens	\$5,000	2024
4. Reroof residence; installation of plywood decking; re-sheathing uninstal/reinstall solar panels	\$35,000	2025
5. Brick chimney: Concurrent with roof repairs, refasten/reinforce roof ties of south elevation chimney; repoint historic brick to match existing and repair/replace brick in-kind where needed	\$5,000	2025
6. House, exterior: Repairs/patching or in-kind replacement of damaged/deteriorated wood siding; resealing and repainting in period-appropriate palette; repairs/carpentry work and repainting of wood sheathing	\$40,000	2028
7. Front door, repair hardware; clean leaded-glass window	\$10,000	2029
Total Investment in 704 Meridian Avenue:	\$ 145,000	
Total Tax Savings for Owners (10-year period)	\$ 128,715	
Average Annual Cost to the City of South Pasadena:	\$ 2,051	

Work Plan 2022:

- Garage: Structural retro-fitting, repair of wood framing, sheathing removal and re-sheathing of roof, and repainting (\$25,000)

Work Plan 2023:

- Window repair and repainting (\$25,000)

Work Plan 2024:

- Replace window screens on north elevation (\$5,000)

Cultural Heritage Commission
September 17, 2020

704 Meridian Avenue – 2346-MIL
Page 3 of 5

Work Plan 2025:

- Re-roof residence with installation of plywood decking and uninstall/reinstall solar panels (\$35,000)
- Reinforce and repair brick chimney (\$5,000)

Work Plan 2028:

- Exterior of the house: Repair/patch damaged/deteriorated wood siding, reseal and repaint, repair and repainting of wood sheathing (\$40,000)

Work Plan 2029:

- Repair hardware and clean leaded glass window at the front door (\$10,000)

Biannual Maintenance:

- Termite inspection/mitigation. Does not qualify for the Mills Act Contract, the cost has not been included in overall scope of work.

Triannual Maintenance:

- Roof inspection and repairs as needed. The cost has not been included in overall scope of work.
- Paint inspection and repairs as needed. The cost has not been included in overall scope of work.

Financial Investment and Analysis:

The total cost of the proposed scope of work is \$145,000. The total tax savings for the owners is estimated at \$128,715. The financial analysis for the project is included in the rehabilitation and restoration plans and the maintenance program.

Property Tax Reduction:

The total estimated cost to the city as a result of property tax reduction is approximately \$20,510 over the ten year life of the contract, which amounts to \$2,051 annually.

Criteria for Mills Act Contract (SPMC Section 2.68B.1.c.)

As outlined in the Cultural Heritage Ordinance, in considering the merits of a proposed Mills Act Contract, the Commission shall use the following criteria in making a recommendation to the City Council. Staff's review of the project's compliance with each criterion is as follows:

- (i) Financial Investment. The estimated tax benefit is not expected to exceed the applicant's proposed financial investment in the cultural resource over the first 10 years of the contract.**

The total cost of the proposed scope of work is \$145,000. The estimated total tax savings to the owner is \$128,715.

- (ii) Public Benefit. The proposed Mills Act contract features a work plan that will provide a benefit to the public by: rehabilitating the property for continued occupancy or adaptive reuse; improved viability through systems upgrades and structural reinforcement upgrades; preserving and maintaining the character-defining features of the property, and/or restoring character-defining features of the property that have been significantly altered or removed over time.**

The application proposes significant repairs and restoration of the wood siding, windows, entrance door, re-roof, re-painting, and chimney that are visible to the public from the street in front of the home and within the alley behind the home. The proposed improvements will contribute to the preservation of this contributing property in the designated local historic district.

- (iii) Retroactive Limitations. The estimated tax benefit will not be used for any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty.**

The application does not propose maintenance or alteration work that was previously completed or initiated before the contract is approved.

- (iv) Limitations on Maintenance. The estimated tax benefit will not be used for routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements.**

The application does include maintenance of the property for biannual termite inspection and mitigation, and triannual roof and paint inspection and repairs as needed, which does not qualify for the Mills Act contract. These maintenance costs were not included in the estimated tax benefit amount for the property.

- (v) Limitations on Interior Work. The estimated tax benefit will not be used for work within the interior of a cultural resource unless the commission determines the following exceptions should be made: the interior work is necessary to improve the structural integrity of the property; the interior work is necessary to preserve and maintain character-defining features within the cultural resource that are specifically identified as part of the official landmark nomination; and/or the interior work is necessary to preserve and maintain character-defining features of the property that were discovered subsequent to its landmark designation. The commission must first determine that those interior features are character-defining based on substantial evidence provided by the applicant.**

There are some interior work proposed, which does not qualify for the Mills Act contract and costs of this work was not included in the tax benefit amount for the property. The total cost of the exterior work proposed in the application is \$145,000. It is estimated that the entire scope of work will be completed by the ninth year (2029) of the Mills Act Contract.

- (vi) Limitations on Landscaping. The estimated tax benefit will not be used for landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.**

The application does not propose landscaping work.

Cultural Heritage Commission
September 17, 2020

704 Meridian Avenue – 2346-MIL
Page 5 of 5

Environmental Review:

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15308, Class 8: Actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment.

Public Notification of Agenda Item:

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website, in the South Pasadena Review newspaper, and individual property mailings to those within 300 feet of the project site.

Next Steps:

The recommendation of the Commission and the final application will be presented to the City Council in an Agenda Report at a noticed public hearing prior to December 31, 2020.

Attachment:

1. Final Mills Act Application and Work Plan
2. Mills Act Letter of Intent
3. Report From the Subcommittee

ATTACHMENT 1
Final Mills Act Application and Work Plan



City of South Pasadena - MILLS ACT APPLICATION

ALL ITEMS ON THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE THE APPROVAL PROCEDURE MAY BEGIN.

- 1. Property Address for this application: 704 Meridian Avenue, SOUTH PASADENA, CA 91030
- 2. Existing use of this property: Residential
- 3. Assessor's Parcel Number: 5315 - 013 - 041
(Please attach proof of legal description, ie. Copy of Deed or Property Profile)
- 4. Rehabilitation and maintenance needed (attach maintenance plan):

See attached plans.

5. Date of Designation: 1/1/1983

6. Check those that apply to this property:

National Register: Listed Eligible **California Register:** Listed

Is this property listed as part of an established historic district? Yes No

If so, what district? North of Mission Historic District

Is this property a South Pasadena Landmark? Yes No

7. List any public or private funds granted for the restoration of the resource.

N/A

8. Owner Information: Rachelle Andrews and Andrew Kao

Owner's Name

704 Meridian Ave., South Pasadena CA 91030

Street, City, State, Zip

858 245 - 4256
(909) 331 - 7300

Home Number

() N/A

Work Number

() N/A

() N/A

Cell Number

Fax No.

rvandrews9@gmail.com

E-mail:

andrewkao16@gmail.com

9. Primary Contact Person:

Rachelle Andrews and Andrew Kao

Name

704 Meridian Avenue, South Pasadena CA 91030

Street, City, State, Zip

858 245-4256

(909) 331-7300

Home Number

()

N/A

Work Number

()

N/A

Cell Number

()

N/A

Fax No.

E-mail: rvandrews9@gmail.com and andrewkao16@gmail.com

**Owner's Affidavit
(to be notarized)**

State of California
County of Los Angeles

I/We RACHELLE ANDREWS AND ANDREW KAO hereby declare under penalty of perjury that I/we am/are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s):

[Signature]
(Signature)

[Signature]
(Signature)

Owner(s) Address:

704 MERIDIAN AVE
Street Address

SOUTH PASADENA
City, State and Zip Code

909. 331. 7300
Telephone Number

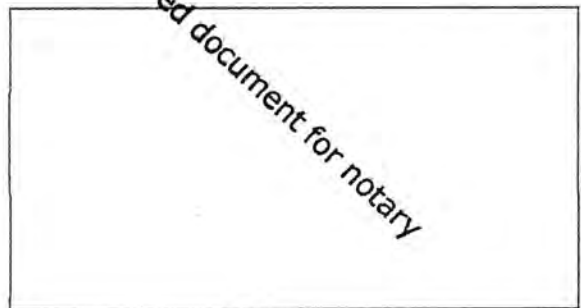
704 MERIDIAN AVE
Street Address

SOUTH PASADENA
City, State and Zip Code

858. 245. 4256
Telephone Number

Subscribed and sworn to before me on this _____ day of _____, 20____.

Signature of Notary



See attached document for notary

See attached document for notary

See attached document for notary

See attached document for notary

See attached document for notary

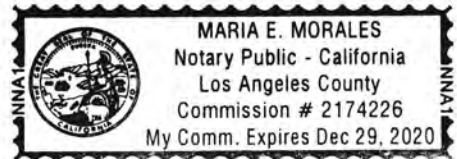
CALIFORNIA JURAT
(CALIFORNIA GOVERNMENT CODE § 8202)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)

Subscribed and sworn to (or affirmed) before me on this 20TH day of AUGUST, 2020,
by ANDREW KAO & RACHELLE VIRGINIA ANDREWS, proved to me on the basis of
(Name of Signer(s))
satisfactory evidence to be the person(s) who appeared before me.

Maria E. Morales
Signature of Notary Public MARIA E. MORALES (Notary Seal)
NOTARY PUBLIC



ADDITIONAL OPTIONAL INFORMATION

Description of Attached Document

Title or Type of Document: MILLS ACT APPLICATION Document Date: 08/20/2020
Number of Pages: 2 Signer(s) Other Than Named Above: NONE
Additional Information: APN: 5315-013-041



Mills Act Application | Andrews/Kao Residence
704 Meridian Avenue, South Pasadena

Prepared for:

City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:

Rachelle Andrews and Andrew Kao
704 Meridian Avenue
South Pasadena, CA 91030

August 2020

Mills Act Application, Andrews/Kao Residence 704 Meridian Avenue, South Pasadena

Table of Contents

Section	Page
1 Project Background.....	1
2 Mills Act Work Plan, Schedule and Reporting System	3
3 Description of Work Plan and Priorities.....	4
4 Financial Analysis.....	7

Appendix A: Photographic Overview of Existing Conditions

Appendix B: Owner’s Letter of Intent

Appendix C: Supporting Documents

1. Legal Description
2. Proof of purchase price (annual property tax statement not yet available)
3. Utility Bill: City of South Pasadena, Water Bill
4. Utility Bill: Southern California Edison, Electric Bill
5. Utility Bill: SoCalGas, Gas Bill
6. Homeowner’s Insurance Bill

Appendix D: Mills Act Work Plan Matrix

1. Project Background

This document provides the required materials for a Mills Act Historic Property Contract application for the one-story, single-family residence and garage located at 704 Meridian Avenue, South Pasadena (APN #5313-013-041). Constructed in 1912, 704 Meridian Avenue is a highly intact Craftsman residence, with all the typical character-defining features of the style.



The property is designated on the South Pasadena Register of Landmarks and Historic Districts and the California Register of Historical Resources (CRHR) as a contributor to the North of Mission Historic District. The property has a California Historic Resources Status Code of 2D2 (“Contributor to a district determined eligible for NR by consensus through Section 106 process. Listed in the California Register”). This status and CRHR designation are reflected on the California Historic Resources Inventory.

Owned by Rachelle Andrews and Andrew Kao since March 2020, 704 Meridian Avenue is one of the historic district’s most intact examples of early twentieth-century Craftsman-style architecture. As noted in the 2014 *South Pasadena Citywide Historic Context Statement*, Craftsman architecture emerged in the early 20th century

as an indigenous California version of the American Arts and Crafts movement, incorporating Southern California’s unique qualities. Constructed primarily of stained wood, with wide overhanging eaves, balconies, and terraces extending the living space outdoors, the style embodied the goals of the Arts and Crafts movement.

The Craftsman bungalow dates from the early 1900s through the 1920s. The bungalow’s simplicity of form, informal character, direct response to site, and extensive use of natural materials, particularly wood and stone, was a regional interpretation of the reforms espoused by the Arts and Crafts movement’s founder, William Morris. Craftsman bungalows generally have rectangular or irregular plans, and are one to one-and-a-half stories tall. They have wood clapboard or shingle exteriors and a pronounced horizontal emphasis, with broad front porches, often composed with stone, clinker brick, or plastered porch piers. Other character-defining features include low-pitched front-facing gable roofs, and overhanging eaves with exposed rafter tails.¹

As a key contributor to the North of Mission Historic District, 704 Meridian Avenue retains the character-defining features of the architectural style as described in the *Citywide Historic Context Statement*. Appendix A includes a photographic overview of the property.

Shortly after purchasing the home in March 2020, the homeowners began pursuing the Mills Act to ensure the preservation of the home. In May 2020, Rachelle and Andrew filed a Letter of Intent to apply for the Mills Act with the City (the original letter follows this application as Appendix B). In June 2020, their Letter of Intent was discussed by the Cultural Heritage Commission (CHC), which opted to move forward with the application. The property owners retained a local preservation specialist, Debi Howell-Ardila, MHP, to help them prepare the Mills Act workplan, financial analysis, and application. In August

¹ Historic Resources Group, 2014, *City of South Pasadena Citywide Historic Context Statement*, p. 269.

2020, the property owners, Ms. Howell-Ardila, City staff members and the CHC subcommittee members, CHC Chair Mark Gallatin and Kristin Morrish, attended a remote site visit to tour the property and inspect the proposed Mills Act workplan items. Due to the Covid-19 pandemic, the property owners requested that Ms. Howell-Ardila prepare the cost estimates for the contract (rather than a contractor, thereby decreasing the need for additional in-person site visits). This item was brought to the Cultural Heritage Commission at the August 2020 meeting; the request was unanimously approved. The cost estimates included in this Mills Act application therefore draw on numerous previous applications and similar workplan items prepared by Ms. Howell-Ardila for Mills Act applications as well as the property owners' knowledge of the cost of home repairs.

With 704 Meridian Avenue nearly 110 years old, a number of critical preservation/rehabilitation and repair projects are in need of completion. The Mills Act program and property tax abatement would help the property owners complete these high-priority projects and ensure the long-term preservation of this important contributor to the North of Mission Historic District. The highest priorities are:

1. For home's historic wood-framed windows, repairs/rehabilitation, including fixing cracked and inoperable windows, prepping, and repainting frames, wood surrounds and sills in a period-appropriate palette;
2. For north elevation windows, replacing nonoriginal aluminum-frame screens with wood-frame screens to match those on the south and east elevations;
3. For garage, structural stabilization, roof repairs, replacement, repairs/refinishing of wood sheathing;
4. Re-roofing residence, including removal of composition shingles, repairs to roof structure/system as needed, installation of plywood decking on north elevation, and re-sheathing; solar panels on the north elevation will also need to be removed and reinstalled as part of the project;
5. For contributing brick chimney on south side of roof, repointing/repairing historic brick and refastening chimney to roof;
6. For exterior walls, repairs/repainting of the distinctive horizontal wood siding sheathing;
7. For primary entrance, repairs to front door (including hardware and leaded-glass light).



This application reflects all feedback and suggestions provided by the CHC to date, as well as all additional materials required by the City. Section 2 provides an overview of the application schedule and reporting system; Sections 3 and 4 present the Description of Work Plan and Priorities and the Financial Analysis. In addition, for ease of review by the City and CHC members, and for ease of use by the property owners as they begin implementing their plans, Appendix C provides an overview matrix showing all Mills Act workplan items, their status as character-defining features, recommended treatment approach, proposed schedule, and cost estimates.

As owners of a designated historic property, Ms. Andrews and Mr. Kao understand the importance of ensuring that all repair, maintenance and rehabilitation projects follow the City guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Each project, as well as the corresponding Standards-compliant treatment approach, is described in more detail in this application.

2. Schedule and Reporting System

Project	Completion Year
1. Garage: structural retrofitting; carpentry repairs of wood framing/sheathing; removal/repairs and re-sheathing of roof; repainting garage	2022
2. Windows, all elevations: glazing, wood-frames, surrounds and sills	2023
3. Windows, north elevation: wood window-framed screens to replace aluminum-framed screens	2024
4. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; installation of plywood decking on north side of roof; re-sheathing of roof with composition shingles; reinstallation of solar panels	2025
5. Brick chimney: Concurrent with roof repairs, refasten/reinforce roof ties of south elevation chimney; repoint historic brick to match existing and repair/replace brick in-kind where needed	2025
6. House, exterior: Repairs/patching or in-kind replacement of damaged/deteriorated wood siding; resealing and repainting in period-appropriate palette; repairs/carpentry work and repainting of wood sheathing	2028
7. House, exterior: Front door, repair hardware; cleaning of leaded-glass window	2029
8. Maintenance: Termite inspections/mitigation	Biannual inspection
9. Maintenance: Roof inspections and repairs as needed	Triannual inspection
10. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Reporting System:

The property owners of 704 Meridian Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the calendar year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

3. Description of Work Plan and Priorities

Work efforts described in these plans will comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Proposed Project & Description	Est. Cost	Priority
<p>1. Garage retrofitting and repairs</p> <p>Structural stabilization and retrofitting; mitigation of termite and dry rot damage to wood framing and sheathing; carpentry repairs; removal, repairs, and re-sheathing of roof.</p> <p>Should any new materials/framing be needed, replacement materials will match existing in materials, appearance, finishes, thickness and profile. All prep work will be undertaken in compliance with the <i>Secretary's Standards</i>.</p> <p>No machine-sanding or power-washing will be used for exterior materials or any character-defining features; hand-sanding and gentlest means possible will be used to prep surfaces for painting and refinishing.</p>	\$25,000	High

Overview of garage, condition and repair issues



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
2. Windows, wood-frames, surrounds and sills	\$25,000	High
3. Window screens on north elevation	\$ 5,000	Low

Rehabilitation of historic windows to include (but not necessarily be limited to): repair of cracked/broken glazing; repair of non-operational double-hung windows, including replacement of missing sash cords where needed; re-weathering stripping/re-sealing where needed; window frames, surrounds and sills will be prepped and repainted in a period-appropriate palette.

Replacement of nonoriginal aluminum-frame window screens with wood-frame screens on north elevation.

Treatment approach will include the gentlest methods possible, for window removal, glazing repairs, and repainting—**contractors will not use power-washing or machine sanding** for any character-defining features. Gentlest means possible, including hand-sanding, will be used in prepping for repainting of the exterior. Work will be planned and directed by a contractor with experience in historic preservation.

Overview of original, wood-frame windows and wood (and aluminum) screens



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
4. Re-roof of residence	\$35,000	Medium
5. Brick chimney repairs, repointing, and stabilization	\$ 5,000	Medium

Remove/replace composition shingles. Repair underlying structure where needed. Install new layer of plywood decking over existing roof sheathing where needed. Uninstall and re-install solar panels on north elevation.

For brick chimney, repairs/repointing of historic brick where needed; refastening/securing chimney to roof. No power-washing will be used for exterior materials or character-defining features, including the historic brick of the chimney.

Secretary's Standards treatment approach: identify, retain, and preserve "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning."

Overview of roof and chimney, condition and repair issues



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
6. Exterior walls, horizontal wood siding	\$40,000	Medium

Original wood-siding on each elevation is in need of repairs, carpentry work, and/or in-kind replacement and repainting. Some junctures between wood planks, in particular at house corners and near service boxes, show signs of deterioration and failure. If needed, unstable wood planks will be re-fastened in an unobtrusive fashion and patched to match existing in all aspects of appearance. If necessary, any replacement of wood siding will be in-kind to match existing in materials, appearance/patterning, finishes/texture, and size/profile. Paint color to either match existing or reflect a period-appropriate palette.

Treatment approach will include the gentlest methods possible—**contractors will not use power-washing or machine sanding** for any character-defining features. Cracked and peeling paint to be removed with Peel Away, lightly hand-sanded, primed, and set with two coats of paint.

Overview of exterior walls, condition and repair issues



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
7. Primary entrance, door	\$ 10,000	Med/Low

Original front door has overall signs of damage, and the door handle hardware is inoperable/ill-fastened and leaded-glass window needs cleaning/conservation. Should any new materials be needed for the door, replacement materials will match existing in materials, appearance, finishes, thickness and profile.

All prep work will be undertaken in compliance with the *Secretary's Standards*. The gentlest means possible will be used to prep surfaces for repairs, painting, and refinishing.

Primary entrance, front door, condition and issues



4. Mills Act Work Plan, Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Garage: structural retrofitting; repairs of wood framing/sheathing; removal/repairs and re-sheathing of roof; repainting garage	\$25,000	2022
2. Window repairs, repainting	\$25,000	2023
3. North elevation wood-framed window screens to replace aluminum-framed screens	\$5,000	2024
4. Reroof residence; installation of plywood decking; re-sheathing uninstal/reinstall solar panels	\$35,000	2025
5. Brick chimney: Concurrent with roof repairs, refasten/reinforce roof ties of south elevation chimney; repoint historic brick to match existing and repair/replace brick in-kind where needed	\$5,000	2025
6. House, exterior: Repairs/patching or in-kind replacement of damaged/deteriorated wood siding; resealing and repainting in period-appropriate palette; repairs/carpentry work and repainting of wood sheathing	\$40,000	2028
7. Front door, repair hardware; clean leaded-glass window	\$10,000	2029
Total Investment in 704 Meridian Avenue:	\$ 145,000	
Total Tax Savings for Owners (10-year period)	\$ 128,715	
Average Annual Cost to the City of South Pasadena:	\$ 2,051	

4. Mills Act Work Plan, Financial Analysis, 704 Meridian Avenue

Enabled by California Government Code Section 50281.1, the Mills Act Contract program is one of the most effective financial incentives available to owners of historic buildings in California. In order to recalculate the property's assessed value, the estimated costs of the Mills Act workplan, along with operating costs, are weighed against potential income and capitalized over time. This reassessed value runs with the land, providing savings for present and future owners.

The following estimate of the reassessed Mills Act value of 704 Meridian Avenue draws on guidance provided by the County of Los Angeles Tax Assessor's Office and the State Board of Equalization.²

Mills Act Application, 704 Meridian Avenue, Financial Analysis																			
Property Address:		704 Meridian Ave, South Pasadena, California 91030																	
Type:		Single-family Residence																	
Landmark #:		City of South Pasadena Register and CRHR Designated Historic District Contributor, North of Mission Historic District																	
		Assessor's ID #: 5315-013-041																	
		Current Assessed Value: \$ 1,400,000																	
REVENUES	Annual Increase	Current Yr 2020	Year 1 2021	Year 2 2022	Year 3 2023	Year 4 2024	Year 5 2025	Year 6 2026	Year 7 2027	Year 8 2028	Year 9 2029	Year 10 2030							
1. Monthly Revenues		4,500.00	4,635.00	4,774.05	4,917.27	5,064.79	5,216.73	5,373.24	5,534.43	5,700.47	5,871.48	6,047.62							
2. Annual Rental Income	3.0%	72,000.00	74,160.00	76,384.80	78,676.34	81,036.63	83,467.73	85,971.77	88,550.92	91,207.45	93,943.67	96,761.98							
ANNUAL EXPENSES																			
3. Insurance	5.0%	1,545.00	1,622.25	1,703.36	1,788.53	1,877.96	1,971.86	2,070.45	2,173.97	2,282.67	2,396.80	2,516.64							
4. Utilities	6.0%	5,540.00	5,872.40	6,224.74	6,598.23	6,994.12	7,413.77	7,858.60	8,330.11	8,829.92	9,359.71	9,921.30	Total Costs	\$145,274.66					
5. Maintenance	5.0%	11,000.00	11,550.00	12,127.50	12,733.88	13,370.57	14,039.10	14,741.05	15,478.10	16,252.01	17,064.61	17,917.84							
6/7. Management / Other		0.00																	
TOTAL EXPENSES																			
8. Sum lines 3 through 7		\$18,085.00	\$19,044.65	\$20,055.61	\$21,120.63	\$22,242.65	\$23,424.72	\$24,670.10	\$25,982.19	\$27,364.60	\$28,821.13	\$30,355.78							
ANNUAL NET INCOME																			
9. Line 2 minus line 8		\$53,915.00	\$55,115.35	\$56,329.19	\$57,555.71	\$58,793.99	\$60,043.01	\$61,301.67	\$62,568.73	\$63,842.85	\$65,122.54	\$66,406.20							
CAPITALIZATION RATE																			
10. Interest Component	4.75%																		
11. Historic Property Risk Component	4.00%																		
12. Property Tax Component	1.02%																		
13. Amortization Component	4.50%																		
14. Total Capitalization Rate	14.27%																		
NEW ASSESSED VALUE																			
15. Mills Act Assessment (Line 9 divided by Line 14)		\$377,820.60	\$386,510.48	\$395,400.22	\$404,494.42	\$413,797.79	\$423,315.14	\$433,051.39	\$443,011.57	\$453,200.84	\$463,624.46	\$474,287.82							
TAXES: AMOUNT TO BE PAID																			
16. Tax under Mills Act (Line 15 x .01035146)		3,910.99	4,000.95	4,092.97	4,187.11	4,283.41	4,381.93	4,482.71	4,585.82	4,691.29	4,799.19	4,909.57							
17. Current Tax	1.160%	16,240.00	16,428.38	16,618.95	16,811.73	17,006.75	17,204.03	17,403.59	17,605.48	17,809.70	18,016.29	18,225.28	Total Tax Savings						
18. Tax Savings (Line 17 minus line 16)		12,329.01	12,427.44	12,525.98	12,624.63	12,723.34	12,822.10	12,920.88	13,019.66	13,118.41	13,217.10	13,315.71	\$128,715.24						
TAXES: COST TO CITY																			
19. Annual Cost to City	15%	\$1,972.64	\$1,988.39	\$2,004.16	\$2,019.94	\$2,035.73	\$2,051.54	\$2,067.34	\$2,083.15	\$2,098.95	\$2,114.74	\$2,130.51	Annual Average	\$2,051.55					

² For more information, see State Board of Equalization, Property and Special Taxes Department, 2 June 2005, "Notice of Board Action: Guidelines for the Assessment of Enforceably Restricted Historical Property" (Sacramento, CA).

Appendix A

Photographic Overview of Issues

Figure 1 Primary elevation, 704 Meridian Avenue (southwest perspective)



Figure 2 Primary elevation, 704 Meridian Avenue (west perspective)



Figure 3 Primary elevation, 704 Meridian Avenue (northwest perspective)



Figure 4 Side and rear elevation, 704 Meridian Avenue (southeast perspective)



Figure 5 Rear elevation, 704 Meridian Avenue (east perspective)



Figure 6 Rear elevation, garage, 704 Meridian Avenue (southeast perspective)



Figure 7 Garage interior, detail, 704 Meridian Avenue



Figure 8 Garage interior, detail, 704 Meridian Avenue



Figure 9 Garage roof, detail, shows hole in roof sheathing



Figure 10 Overview of original, wood-frame windows



Figure 11 Overview of original, wood-frame windows



Figure 12 Detail of wood-framed screen



Figure 13 Detail of aluminum-framed screen, north elevation



Figure 14 Overview of roof and chimney, condition and repair issues, south elevation



Figure 15 Detail of brick chimney, condition and repair issues



Figure 16 Detail of chimney and connecting brace, southeast perspective



Figure 17 Detail of nested gables on primary elevation, northwest perspective



Figure 18 Roof detail, plywood decking, east perspective



Figure 19 Overview of exterior walls, condition and repair issues, south elevation



Figure 20 Overview of exterior walls, condition and repair issues, north elevation



Figure 21 Overview of exterior walls, condition and repair issues, northeast corner



Figure 22 Detail of failing paint and deteriorated wood siding, various elevations



Figure 23 Primary entrance, front door and entrance porch



Appendix B

Letter of Intent, July 2019

From: Rachelle Andrews & Andrew Kao
704 Meridian Avenue
South Pasadena, CA 91030

To: City of South Pasadena,
Planning Department

Re: Mills Act Application

Date: 5/28/2020

This is a letter of intent to file the Mills Act Application for the property at 704 Meridian Avenue. We, Rachelle Andrews and Andrew Kao, are the owners of this home located in the North of Mission Historic District, located just north of the Mission & Meridian commercial corridor. Confirmed by City staff, the property qualifies for the Mills Act incentive program as it is listed in the City of South Pasadena's latest Inventory of Historic Properties as a "Contributor to a multi-component resource determined eligible for NR by the Keeper. Listed in the CR." and is within a designated district in the California Register of Historical Resources.

We have been residents of South Pasadena since early 2019, and recently purchased this modest one-story craftsman bungalow to put down roots and grow our family. We fell in love with this house instantly based on the historical characteristics that had been preserved and cherished over the years by its previous owners. The home was originally built in 1912 and has undergone several interior renovations since then. The kitchen has been updated with modern appliances and new countertops, and the bathroom has been updated to accommodate a shower and built in cabinets.

It is our desire to maintain and enhance the historical characteristics that make our home unique and preserve these original architectural details over the coming years. Upon purchasing this house, we took necessary steps to preserve the original details that needed immediate attention. We've taken preventative measures against termite and pests and have treated the roof to maintain its integrity. Going forward, we'd like to pursue a preliminary set of projects listed below, which is non-exhaustive, that will require historically accurate renovations to ensure structural stability and authenticity of the house. Please see supporting photos at the end of our letter for reference.

- Restore/repair built-in cabinetry in the dining room.
- Restore and patch wall gallery shelves and paneling in the dining room.
- Patch, repair, and refinish hardwood floors throughout the home.

- Remodel original bathroom to prevent further water damage and preserve original window frame currently located in the bath/shower stall.
- Stabilize the original chimney structure.
- Repair double hung windows for missing sash cords and broken/cracked glass.
- Re-stain baseboards/crown molding, as well as the window frames and doors.
- Replace aluminum window screens on north side of the house to match existing wooden ones.
- Repair water damaged siding and refinish exterior paint with period appropriate palette.
- Replace roof tiles and damaged rafters. Roof was recently treated with Roof Maxx, an all-natural bio-oil application to prolong the shingles' lifespan, but it will need to be replaced within the next few years.
- Rehabilitate front door finish, leaded glass window, and hardware.
- Strengthen and repair framing of the original garage structure.

By applying for the Mills Act incentive program, we are committed to investing in the long-term preservation and maintenance of our home's historical characteristics. We plan to procure the services of an architectural historian to evaluate and prepare rehabilitation and restoration plans and maintenance program following your review.

Please accept our intent to file for the Mills Act Application for consideration by the Cultural Heritage Commission.

Sincerely,

Rachelle Andrews & Andrew Kao

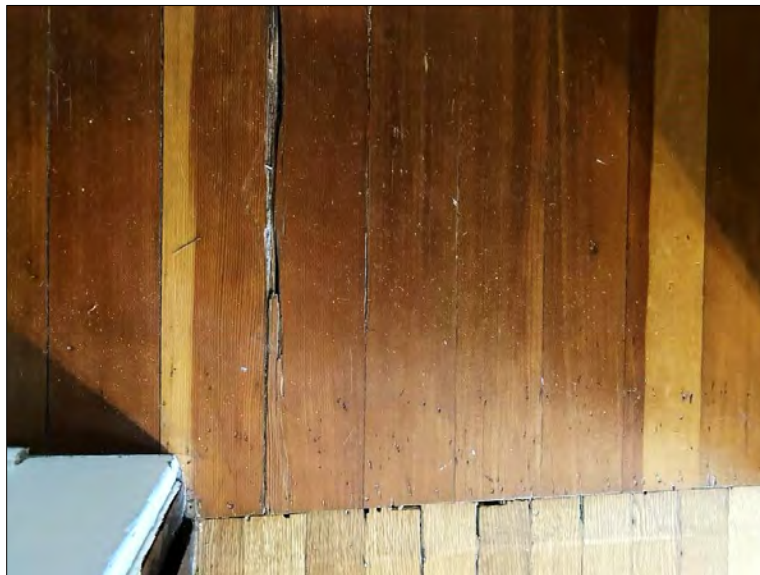
Supporting Photos



Built-in cabinetry in the dining room needs to be repaired and refinished.



Broken pieces of wall galley shelves in the dining room to be restored.



Hardwood floors throughout the home need to be refinished.



Window in the bathroom is located within the shower stall and a bathroom remodel is needed to prevent further water damage to the original wooden frame.



Braces on the chimney need to be replaced/re-attached to stabilize structure. Additionally, roof tiles and damaged rafters will need to be replaced.



Double hung windows need to replace missing sash cords and repair broken/cracked glass.



Some of the wood siding along the bottom edge of the house is showing water damage and will need to be repaired.



Corrosion to the leaded glass window on the front door and hardware needs to be restored.



Original garage structure needs to be straightened and the frame needs to be strengthened with additional bracing.

Appendix C

Supporting Documents

1. Legal Description of Property
2. Proof of purchase price (annual property tax statement not yet available)
3. Utility Bill: City of South Pasadena, Water Bill
4. Utility Bill: Southern California Edison, Electric Bill
5. Utility Bill: SoCalGas, Gas Bill
6. Homeowner's Insurance Bill
7. Athens Bill

Exhibit "A"

Lot 10 and 11 of Block "D" of the Buena Vista Tract, in the City of South Pasadena, County of Los Angeles, State of California, as per Map Recorded in Book 17, Pages 39 of Miscellaneous Records, in the office of the County Recorder of said County.



BUYER COUNTER OFFER No. 3 (C.A.R. Form BCO, 11/14)

This is a counter offer to the: Seller Counter Offer No. _____, Seller Multiple Counter Offer No. _____, or Other _____ ("Offer"), dated February 12, 2020, on property known as 704 Meridian Avenue, South Pasadena, CA 91030 ("Property"), between Andrew Kao, Rachelle Andrews ("Buyer") and Carol Wise Trust ("Seller"). Date February 15, 2020

- 1. TERMS: The terms and conditions of the above referenced document are accepted subject to the following:
 - A. Paragraphs in the Offer that require initials by all parties, but are not initialed by all parties, are excluded from the final agreement unless specifically referenced for inclusion in paragraph 1C of this or another Counter Offer or an addendum.
 - B. Unless otherwise agreed in writing, down payment and loan amount(s) will be adjusted in the same proportion as in the original Offer, but deposit amount(s) shall remain unchanged from the original Offer.
 - C. OTHER TERMS: -- Buyer Counter offer No. 2 is hereby rescinded.

-- Purchase price to be \$1,400,000.

D. The following attached addenda are incorporated into this Buyer Counter offer: Addendum No. _____

- 2. EXPIRATION: This Buyer Counter Offer shall be deemed revoked and the deposits, if any, shall be returned:
 - A. Unless by 5:00pm on the third Day After the date it is signed in paragraph 3 (if more than one signature then, the last signature date)(or by 12:00 AM PM on 02/16/2020 (date)) (i) it is signed in paragraph 4 by Seller and (ii) a copy of the signed Buyer Counter Offer is personally received by Buyer or Christel Carlyle/Mary Russo Andrews, who is authorized to receive it.
 - B. OR If Buyer withdraws it in writing (CAR Form WOO) anytime prior to Acceptance.

3. OFFER: BUYER MAKES THIS COUNTER OFFER ON THE TERMS ABOVE AND ACKNOWLEDGES RECEIPT OF A COPY.
Buyer Andrew Kao Date 2/15/2020
Buyer Rachelle Andrews Date 2/15/2020

4. ACCEPTANCE: I/WE accept the above Buyer Counter Offer (If checked SUBJECT TO THE ATTACHED COUNTER OFFER) and acknowledge receipt of a Copy.
Seller Carol Wise Trust Date _____ Time _____ AM/ PM
Seller _____ Date _____ Time _____ AM/ PM

CONFIRMATION OF ACCEPTANCE:
(____ / ____) (Initials) Confirmation of Acceptance: A Copy of Signed Acceptance was personally received by Buyer or Buyer's authorized agent as specified in paragraph 2A on (date) _____ at _____ AM/ PM. A binding Agreement is created when a Copy of Signed Acceptance is personally received by Buyer or Buyer's authorized agent whether or not confirmed in this document.

© 2014, California Association of REALTORS®, Inc. United States copyright law (Title 17 U.S. Code) forbids the unauthorized distribution, display and reproduction of this form, or any portion thereof, by photocopy machine or any other means, including facsimile or computerized formats.
THIS FORM HAS BEEN APPROVED BY THE CALIFORNIA ASSOCIATION OF REALTORS® (C.A.R.). NO REPRESENTATION IS MADE AS TO THE LEGAL VALIDITY OR ACCURACY OF ANY PROVISION IN ANY SPECIFIC TRANSACTION. A REAL ESTATE BROKER IS THE PERSON QUALIFIED TO ADVISE ON REAL ESTATE TRANSACTIONS. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.
This form is made available to real estate professionals through an agreement with or purchase from the California Association of REALTORS®. It is not intended to identify the user as a REALTOR®. REALTOR® is a registered collective membership mark which may be used only by members of the NATIONAL ASSOCIATION OF REALTORS® who subscribe to its Code of Ethics.

Published and Distributed by:
REAL ESTATE BUSINESS SERVICES, LLC.
a subsidiary of the California Association of REALTORS®
525 South Virgil Avenue, Los Angeles, California 90020





City of South Pasadena
415 Pisgah Church Rd Ste 374
Greensboro, NC 27455

TEMP-RETURN SERVICE REQUESTED

RACHELLE ANDREWS
704 MERIDIAN AVE
SOUTH PASADENA, CA 91030-2524



00388

Utility Billing Statement City of South Pasadena **Item No. 6**

If you have any questions, you may contact us at (877) 583-7933 or visit <https://southpasadena.secure.munibilling.com>. To pay by IVR phone, call 877-556-7929.

PREVIOUS BALANCE	\$379.38
PAYMENTS	\$179.38
CURRENT CHARGES	(\$5.29)
TOTAL DUE 07/09/2020	\$194.71

THE AMOUNT DUE WILL BE DEDUCT

388 01/01 RA32-210 F01 L0000694 STOCK * F-02 CLIENT # 001087

ACCOUNT NUMBER	18832
CUSTOMER	RACHELLE ANDREWS
SERVICE ADDRESS	704 MERIDIAN AVE SOUTH PASADENA CA 91030
BILL DATE	06/09/2020

Meter #	Start Read	End Read	Consumption
19933464	04/07/20 - 29	06/02/20 - 48	19

SERVICE	START	END	USAGE	AMOUNT
Water Base Charge 3/4"	04/06/2020	06/02/2020		\$83.90
Water Consumption 3/4" (15 @ \$3.33)	04/07/2020 - 29	06/02/2020 - 48	19	\$49.95
Water Consumption 3/4" (4 @ \$4.19)				\$16.76
Efficiency Fee (19 @ \$0.14) Per HCF	04/07/2020 - 29	06/02/2020 - 48	19	\$2.66
Waste Water Basic Charge SGL	04/06/2020	06/02/2020		\$28.15
UTAX				\$11.29
Wastewater Discharge Fee	04/06/2020	06/02/2020		\$2.00
Payment 04/22/2020				(\$179.38)
Deposit Paid				(\$200.00)
TOTAL CURRENT CHARGES				(\$5.29)

Please detach below perforation and return with payment

ACCOUNT NUMBER	18832
SERVICE ADDRESS	704 MERIDIAN AVE
AMOUNT DUE	\$194.71
DUE DATE	07/09/2020
NAME	RACHELLE ANDREWS
COMPANY ID	1087

Use the code 139545 to sign-up online at <https://southpasadena.secure.munibilling.com>

Return this stub. Write your account number on your check in the memo area. THE AMOUNT DUE WILL BE DEDUCTED FROM YOUR ACCOUNT ON THE DUE DATE.

City of South Pasadena
PO BOX 399328
SAN FRANCISCO, CA 94139-9328

0000012944550760118900000039471011

6-49



For billing and service inquiries
1-866-701-7868
www.sce.com

Item No. 6

Your electricity bill

ANDREWS, RACHELLE / Page 1 of 10

Customer Account

704 MERIDIAN AVE
SOUTH PASADENA, CA
91030-2524

Date bill prepared
06/27/20

Amount due \$54.49
Due by 07/16/20

Year-to-date delivery charges through month 4: \$69.45
Year-to-date generation charges:
Refer to the generation section of the bill

Your account summary

Previous Balance	\$45.32
Payment Received 06/08/20	-\$45.32
Balance forward	\$0.00
Your new charges	\$54.49
Total amount you owe by 07/16/20	\$54.49



Understand Net Energy Metering (NEM) billing

You are billed annually for your delivery charges because they can be offset by delivery credits over your 12-month billing period. Any charges not offset by credits will become due at the end of your 12-month billing period.

Your 12-month billing period may be different for delivery and generation charges.

You also receive a monthly bill. It reflects the minimum amount due each month, which supports the cost of maintenance and operation for providing electricity.

You Received a California Climate Credit

California is fighting climate change and so can you! Your bill includes a Climate Credit from a state program to cut carbon pollution while also reducing your energy costs. Find out how at EnergyUpgradeCA.org/credit.

(14-574)

Tear here

If your contact information has changed please complete the form on the reverse side and return the stub below.

Tear here



Customer account

Amount due by 07/16/20

\$54.49

We will automatically debit the total amount due \$54.49 from your checking account on or after 07/07/20. Your bank may place a hold on these funds prior to that date.
Thank you!

ANDREWS, RACHELLE
704 MERIDIAN AVE
SOUTH PASADENA, CA 91030-2524



ACCOUNT NUMBER
 SERVICE FOR
 RACHELLE ANDREWS
 704 MERIDIAN AVE
 S PASADENA CA 91030-2524

DATE MAILED JUN 16, 2020 Page 1 of 2
 24 Hour Service
1-800-427-2200 English
 1-800-342-4545 Español
 1-800-252-0259 TTY
 socialgas.com

Item No. 6

☑ Did you overlook paying your last bill? Please pay the total amount due. Disregard this message if payment was already made. Thank you.

Account Summary

Amount of Last Bill	\$137.49
Payment Received	- .00
Current Charges	+ 16.40
Total Amount Due	\$153.89

Current Charges

Rate: GR - Residential Climate Zone: 1 Meter Baseline Allowance: 14 Therms
 Number: (Next scheduled read date Jul 14 2020) Cycle: 11

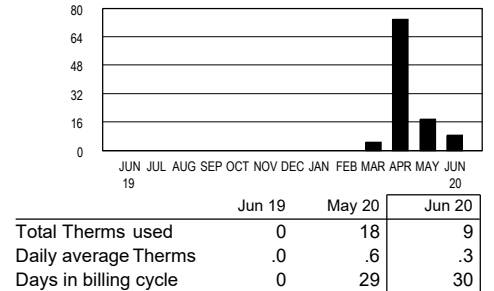
Billing Period	Days	Meter Number	Current Reading	Previous Reading	= Difference	Billing x Factor	BTU x Factor	=	Total Therms
05/13/20 - 06/12/20	30	13757638	1630	1621	9	1.000	1.037	=	9

GAS CHARGES		Amount(\$)
Customer Charge	30 Days x \$.16438	4.93
Gas Service (Details below)	9 Therms	
	Baseline	
Therms used	9	
Rate/Therm	\$1.04333	
Charge	\$9.39	= 9.39
Total Gas Charges		\$14.32

TAXES & FEES ON GAS CHARGES		Amount(\$)
State Regulatory Fee	9 Therms x \$.00247	.02
Public Purpose Surcharge	9 Therms x \$.10252	.92
South Pasadena City Users Tax	\$15.26 x 7.50%	1.14
Total Taxes and Fees on Gas Charges		\$2.08
Total Current Charges		\$16.40

	Due By	Amount
Past Due	Now	\$137.49
Current Charges	7/6/20	\$16.40
Total Amount Due		\$153.89

Gas Usage History (Total Therms used)



CARE to save? Income-qualified customers may receive a 20% discount through the CARE program. Visit socialgas.com/care for details.

¿Quiere ahorrar? El programa CARE ofrece un 20% de descuento en la factura mensual a clientes elegibles. Visite socialgas.com/careparami

SoCalGas' gas commodity cost per therm for your billing period:
 Jun. \$.27580 May. \$.25654

PLEASE KEEP THIS PORTION FOR YOUR RECORDS. (FAVOR DE GUARDAR ESTA PARTE PARA SUS REGISTROS.)
 PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. (FAVOR DE DEVOLVER ESTA PARTE CON SU PAGO.)



Save Paper & Postage
 PAY ONLINE
 socialgas.com

ACCOUNT NUMBER

	Due By	Amount
Past Due	Now	\$137.49
Current Charges	7/6/20	\$16.40
Total Amount Due		\$153.89

Please enter amount enclosed.
 \$
 Write account number on check and make payable to SoCalGas.

RACHELLE ANDREWS
 704 MERIDIAN AVE
 S PASADENA CA 91030-2524

SoCalGas
 PO BOX C
 MONTEREY PARK CA 91756-5111



ACCOUNT NUMBER
 DATE DUE AMOUNT DUE
 Jul 6, 2020 \$153.89

DATE MAILED Jul 16, 2020 Page 2 of 2
1-800-427-2200 English
 1-800-342-4545 Español
 1-800-252-0259 TTY
 socialgas.com

Item No. 6

SoCalGas Policies and Notices

Electronic Check Processing - When you pay your bill by check, you authorize us to electronically process your payment. If your check is processed electronically, your checking account may be debited on the same day we receive the check. Your check will not be returned by your bank, however, the transaction will appear on your bank statement. **If you do not wish to participate in this program, please have your account number ready and call 1-877-272-3303.**

Closing your Gas Service - We require two (2) working days and access to the meter to close your gas service.

Information about Deposits

Amount of Deposit - The amount of deposit required to establish or re-establish service credit is twice the estimated average periodic bill.

Return of Deposit/Interest on Deposit - This deposit, together with any interest due, less the amount of any unpaid bills, will normally be returned either on discontinuance of service or after the deposit has been held for twelve (12) consecutive months, during which time continuous gas service has been received and all bills for such service have been paid in accordance with the rules in effect and filed with the Public Utilities Commission of the State of California. No Interest will be paid if the service is temporarily or permanently discontinued for non-payment of bills.

Billing Term Definitions

Baseline - Amount of gas billed at the lowest residential rate.

Billing Factor - Adjusts the amount of gas measured for differences in delivery pressure, altitude, and meter calibration.

BTU Factor - Adjusts the amount of gas measured to reflect the heating content of gas.

Climate Zone - Weather zone in which a customer lives. Colder zones receive more baseline allowance.

State Regulatory Fee - A fee used to fund the California Public Utilities Commission. Each customer's fee is determined by the number of therms used.

Gas Commodity Charge - Cost of gas purchased by SoCalGas on behalf of its customers.

Public Purpose Surcharge - Charge to fund Public Purpose Programs such as California Alternate Rates for Energy (CARE), Energy Savings Assistance Program (ESAP), energy efficiency and research and development. CARE customers pay a reduced surcharge which excludes CARE program costs.

Public Utilities Commission Notice - If you believe there is an error on your bill or have a question about your service, please call **SoCalGas customer support at (800) 427-2200.**

If you are not satisfied with SoCalGas response, submit a complaint to the California Public Utilities Commission (CPUC) by visiting www.cpuc.ca.gov/complaints/. Billing and service complaints are handled by the CPUC's Consumer Affairs Branch (CAB), 505 Van Ness Avenue, Room 2003, San Francisco CA 94102. phone: **800-649-7570**.

If you have limitations hearing or speaking, dial 711 to reach the California Relay Service, which is for those needing assistance relating telephone conversations. Dial one of the numbers below to be routed to the California Relay Service provider in your preferred mode of communication.

California Relay Service Phone Numbers:

Type of Call	Language	Toll-Free 800 Number
TTY/VCO/HCO to Voice	English	1-800-735-2929
	Spanish	1-800-855-3000
Voice to TTY/VCO/HCO	English	1-800-735-2922
	Spanish	1-800-855-3000
From or to Speech-to-Speech	English & Spanish	1-800-854-7784

To avoid having service turned off while waiting for the outcome of a complaint to the CPUC **specifically regarding the accuracy of your bill**, please contact CAB for assistance. If your case meets the eligibility criteria, CAB will provide you instructions on how to mail a check or money order to be impounded pending resolution of your case. You must continue to pay your current charges while your complaint is under review to keep your service turned on.

Other Important Phone Numbers

For the following, call Monday - Friday, 8 a.m. - 5 p.m.:

- 粵語電話 Cantonese **1-800-427-1420**
- 한국어 전화 Korean **1-800-427-0471**
- 國語電話 Mandarin **1-800-427-1429**
- NOI TIENG VIET Vietnamese **1-800-427-0478**

Self Service Options available 24 hours a day, 7 days a week **1-800-772-5050**

For information regarding payment arrangements, office locations, account balance, billing recap, duplicate bill and CARE applications for income qualified customers.

To locate underground cables & gas pipes, please call DigAlert, Monday-Friday, 6 a.m. - 7 p.m. **8-1-1**

Payment Options \$

Online: It's fast, easy and free. Just register or sign into My Account at <https://myaccount.socialgas.com>

Home banking: If you pay bills online through your bank, check with them, to see if you can receive your bill online.

Direct Debit: Have your payment automatically deducted from your account. For more information, call 1-800-427-2200 or visit socialgas.com

Pay by Phone: Call 1-800-427-2700 to enroll or, if already enrolled, call to authorize a payment from your checking account.

By Mail: Mail your check or money order, along with the payment stub at the bottom of your bill, in the enclosed envelope to SoCalGas, PO Box C, Monterey Park, CA 91756

ATM/Debit/Credit Card or Electronic Check: You can use most major ATM/debit cards, VISA and MasterCard credit cards, or the Electronic Check thru BillMatrix. A convenience fee is charged. Contact BillMatrix at 1-800-232-6629 or visit socialgas.com.

In Person: Pay in person at one of our conveniently located payment locations. To find the nearest location and hours of operation, call 1-800-427-2200 or visit socialgas.com.

SoCalGas Payment Locations

Authorize Payment Agencies - Call the Self Service Options number 1-800-772-5050 for the addresses of payment agencies in your area.

Company Offices

Alhambra, 333 E. Main St. Suite J
 Anaheim, 716 S. State College Blvd.
 Banning, 60 E. Ramsey St. #A
 Commerce, 5708 E. Whittier Blvd.
 Compton, 700 N. Long Beach Blvd.
 Corona, 341 S. Lincoln Ave. #A
 Covina, 932 N. Citrus Ave.
 Delano, 1227 Jefferson St.
 Dinuba, 239 E. Tulare St.
 El Centro, 1111 W. Main St.
 El Monte, 11912 Valley Blvd., Suite B
 Fontana, 9781 Sierra Ave. #C
 Glendale, 919 S. Central Ave. #B
 Hanford, 321 N. Douty St., Suite B
 Hemet, 527 N. San Jacinto St.

Hollywood, 1811 Hillhurst Ave.
 Huntington Park, 5916 Pacific Blvd.
 Indio, 45123 Towne Ave.
 Inglewood, 3530 W. Century Blvd. Ste. 102
 Lancaster, 2065 W. Avenue K
 Lompoc, 128 S. "H" St.
 Los Angeles, 3739 Crenshaw Blvd. #C
 Los Angeles, 4619 S. Central Ave.
 Los Angeles, 2522 N. Daly St.
 Ontario, 962 N. Mountain Ave.
 Oxnard, 1640 E. Gonzales Rd.
 Pasadena, 1214 E. Green St. #102
 Pomona, 196 E. 3rd St.
 Porterville, 59 W. Thurman Ave.
 Riverside, 7000 Indiana Ave. #105

San Bernardino,
 1136 N. Mount Vernon Ave. #305
 San Fernando, 444 S. Brand Blvd. Ste.101
 San Luis Obispo, 2240 Emily St. Suite 140
 San Pedro, 1851 N. Gaffey St. Suite A
 Santa Ana, 738 S. Harbor Blvd.
 Santa Barbara, 134 E. Victoria St.
 Santa Fe Springs, 11516 Telegraph Rd.
 Santa Maria, 550 E. Betteravia Rd. Suite B
 South Gate, 3530 Tweedy Blvd.
 Van Nuys, 6550 Van Nuys Blvd.
 Visalia, 1305 E. Noble Ave.
 Watts, 1665 E. 103rd St.
 Wilmington, 929 N. Avalon Blvd.

Drop Box Location

Burbank, Public Service Department, 164 W. Magnolia



Homeowners Insurance Declarations Page

To report a claim please call: (800) 503-3724

Named Insured(s): ANDREW KAO, RACHELLE ANDREWS

Mailing Address: ANDREW KAO 704 MERIDIAN AVE SOUTH PASADENA, CA 91030-2524	Agent: BEACON INSURANCE SERV. INC - 041688 4420 HOTEL CIR COURT STE 130 SAN DIEGO, CA 92108 Phone: (619) 220-8400
--	--

POLICY INFORMATION			
Policy Number:		Policy Effective Date*:	03/13/2020 at 12:01 A.M.
Company Name:	California Automobile Insurance Company	Policy Expiration Date*:	03/13/2021 at 12:01 A.M.
*Standard time at the address of the property location below			

PROPERTY LOCATION					
704 MERIDIAN AVE SOUTH PASADENA, CA 91030-2524	Paid By:	Policy Type	Year Built	Square Footage	Construction
		Insured	HO-3	1912	1344

MORTGAGEE INFORMATION					
Number	Mortgagee Name	Address	City, State, Zip	Loan Number	Billed

ADDITIONAL INSURED INFORMATION		
Name	Address	City, State, ZIP

ADDITIONAL INTEREST INFORMATION		
Name	Address	City, State, ZIP

Section I Deductibles:	
All Other Perils:	\$1,000

Section I Coverages	Limit of Liability	Section II Coverages	Limit of Liability
A. Dwelling	\$521,000	E. Personal Liability	
B. Other Structures	\$104,200	Each Occurrence	\$500,000
C. Personal Property	\$390,750	F. Medical Payments	
D. Loss Of Use	\$260,500	Each Person	\$5,000
Basic Coverage Premium:			\$1,276.00

If more than one property is insured under this policy, Section I and Section II coverages of each location may not be added together in the event of a loss.



Homeowners Insurance Declarations Page

ADDITIONAL / OPTIONAL COVERAGES	Limit of Liability	Premium
Enhanced Home Package		Included*
Personal Injury		Included*
Additional Replacement Cost	50% of Coverage A	Included*
Water Backup and Sump Discharge or Overflow	\$25,000	Included*
Personal Property Replacement Cost		Included*
Credit Card, EFT Card, Forgery, Etc	\$2,500	Included*
Business Property Increased Limits	\$5,500 /	Included*
On Premises/Off Premises	\$1,750	
Loss Assessment Coverage - Residence	\$5,000	Included*
Premises		
Special Limits of Liability	\$3,000	Included*
	\$300	Included*
	\$3,000	Included*
	\$4,000	Included*
	\$3,500	Included*
	\$2,000	Included*
	\$500	Included*
Ordinance Or Law	\$6,000 25% of Coverage A	Included* Included*
Limited Fungi, Other Microbes or Rot(Section I)	\$5,000 per policy period	Included*
Valuable Items Plus	See attachment for scheduled items and blanket coverage	\$163.00
Home Systems Protection	\$50,000	\$32.00
Service Line Coverage	\$10,000	\$74.00
Workers' Compensation Residence Employees	\$100,000 Each Accident \$500,000 Bodily Injury by Disease	Included*
Occasional Servants		
Damage to Property of Others	\$1,000	Included*
Optional Coverage Premium:		\$269.00
Seismic Safety Fee:		\$0.15
Total Policy Premium:		\$1,545.15

* The additional cost for any additional/optional coverage shown as "Included" is contained in the Total Policy Premium amount.

DISCOUNTS:

Homeowners Insurance Declarations Page

Loss Free

Protective Devices: Fire Extinguisher Smoke Alarm

Theft Protection: Deadbolt

FORMS AND ENDORSEMENTS:

H0003 (09/2014) Policy Jacket for HO3

H0061CA (12/2012) CA Valuable Items Plus

H0085CA (10/2018) Enhanced Home Package - HO-3

H0999 CA (10/2018) Special Provision - California

H0210 (03/2016) Service Line Coverage

H0475 (05/2015) Home Systems Protection

H0653 (08/2018) Home-sharing Host Activities Amendatory Endorsement

H0090CA (12/2012) Workers' Compensation Residence Employees

IMPORTANT INFORMATION:

Date Mailed: 06/02/2020

Policy changes effective 03/13/2020

Reason: Change Dwelling Construction Information

The above change(s) has resulted in an additional premium of \$47.00.

It is your responsibility to select and maintain adequate amounts of insurance on your dwelling and personal property. The coverage limits selected by you will be adjusted annually based on estimated changes in rebuilding and replacement costs, but the company does not guarantee that the coverage limits shown in these declarations will be sufficient to rebuild your dwelling or replace any other covered property. Please contact your agent if you would like to change the coverage limits in your policy.

This declaration supersedes any previous declaration bearing the same policy number for this policy period. This declaration provides only a summary of coverage. All coverage is subject to the terms, conditions, and exclusions of the policy contract.

THIS POLICY DOES NOT PROVIDE COVERAGE AGAINST THE PERIL OF EARTHQUAKE.



Visit our website: www.athensservices.com
 Customer Service: (888) 336-6100

Service Address:
 ANDREW KAO
 704 MERIDIAN AVE
 SOUTH PASADENA CA 91030

Item No. 6

Account Number:	
Invoice Date:	07/01/2020
Due Date for Current Services:	07/31/2020
Billing Period:	JUL,AUG,SEP 2020 SERVICES

Current Invoice Amount	Total Amount Due
\$173.36	\$358.16

Account Summary	Amount
Previous Balance	\$184.80
Payments Received	\$0.00
Current Charges	\$173.36
Current Invoice Amount	\$358.16

DATE	DESCRIPTION	QUANTITY	AMOUNT
	PRIOR BALANCE		\$184.80
07/01/2020	BACKYARD SVC-TRASH-WEEKLY	1.00	\$120.43
07/01/2020	BACKYARD SVC-G/W WEEKLY	1.00	\$11.73
07/01/2020	SO PAS RECYCLE FEE	1.00	\$10.29
07/01/2020	STOP SERVICE CHARGE	1.00	\$30.91

JUL,AUG,SEP 2020 SERVICES
 YOUR PAYMENT WILL PROCESS WITH YOUR BANK ACCOUNT ON FILE ON OR AROUND THE 15TH OF THE FIRST MONTH SHOWN ON CURRENT BILL. YOUR BILLING REFLECTS AN ANNUAL ADJUSTMENT BASED UPON THE CHANGE IN CONSUMER PRICE INDEX AND DISPOSAL COSTS. AS ALWAYS, WE APPRECIATE YOUR BUSINESS.

0 - 30 DAYS	31 - 60 DAYS	61 - 90 DAYS	90+ DAYS	TOTAL DUE
\$173.36	\$0.00	\$0.00	\$184.80	\$358.16

PLEASE DETACH AND RETURN BOTTOM PORTION WITH YOUR PAYMENT



Account Number:	
Invoice Date:	07/01/2020
Due Date for Current Services:	07/31/2020
Total Amount Due	Amount Enclosed
\$358.16	

Send payment to:

Athens Services
P.O. Box 60009
City of Industry, CA 91716-0009

ANDREW KAO
 704 MERIDIAN AVE
 SOUTH PASADENA CA 91030

6-56 0000035816SP001007240701202000000007

Holiday Schedule

As a reminder, we observe the following holidays:

New Year's Day	Independence Day	Thanksgiving Day
Memorial Day	Labor Day	Christmas Day

When any of these holidays fall on a weekday, collections for each remaining weekday shall all be postponed one collection day.

**Payment is due as indicated on the front of this invoice.
Delinquent balances may be subject to a late fee.**

Temporary Containers for Special Cleanups

We offer a variety of sizes of containers, from 3 yard to 40 yard for cleanups and special projects. Please call our Customer Service Department at **(888) 336-6100** or visit our website at **www.athensservices.com** to order.

Office/Phone Hours: Monday – Friday 7:00 am – 5:00 pm, Saturday 7:00 am – 12:00 pm

On-Line Bill Pay

On-Line Bill Pay is now available, to take advantage of this please follow these four easy steps:

1. Go to www.athensservices.com/billing If accessing the site with an access code from your invoice/statement, please select the 'Sign Up' option and complete all required information to setup your account.
2. The next step is to select your billing options to meet your personal preferences.
3. When selecting 'automatic payment' to 'on', please select your payment method using either your credit card or bank account.
4. Once the process is completed, your payments will reflect to your account immediately for your viewing.

Appendix D

Mills Act Work Plan Matrix

10-Year Work Plan, 704 Meridian Avenue, South Pasadena

Rehabilitation Treatment Approach: Standards and Guidelines

All work efforts will be guided by the rehabilitation treatment guidelines: (1) Identify, Retain, and Preserve; (2) Stabilize; (3) Protect and Maintain; (4) Repair; (5) Limited, In-Kind Replacement

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/Maintenance Schedule	Estimated Cost
Exterior					
Garage	Yes	<p>Condition: Poor</p> <p>Repairs: Structural stabilization and retrofitting; mitigation of termite and dry rot damage to wood framing and sheathing; removal, repairs, and re-sheathing of roof</p>	<p>Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior’s Standards for the Treatment of Historic Properties. This mitigation will seek to “stabilize, consolidate, and conserve existing historic materials” and will “replace minimum amount of fabric necessary and match materials in-kind.”¹</p> <p>Recommended rehabilitation treatment guidelines:</p> <p>1. Protect and maintain: “Protecting and maintaining the structural systems...by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation.”</p>	<p>2022</p> <p>Biannual termite inspection</p>	<p>\$ 25,000</p> <p>To include input by a historic preservation professional</p>
Windows, wood-frames, surrounds and sills	Yes	<p>Condition: Good (isolated repairs needed)</p>	<p>Windows and their functional and decorative features shall be repaired according to the <i>Secretary of the Interior’s Standards for the Treatment of Historic Properties</i>.</p> <p>Recommended treatment guidelines:</p>	<p>2023 (initial repairs); 2024 (wood-frame screens)</p>	<p>\$ 25,000 (window rehab/repairs)</p>
Window screens on north elevation	No (nonoriginal feature)	<p>Repairs: (1) Rehabilitation of historic windows to include (but not necessarily be limited to): repair of cracked/broken glazing; repair of non-operational double-hung windows, including replacement of missing sash cords where needed; re-weathering stripping/re-sealing where needed; and repainting windows and</p>	<p>1. Identify, retain, and preserve: “Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds.</p> <p>2. Stabilize: “Stabilizing deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking appropriate preservation work.”</p> <p>3. Protect and maintain: “Protecting and maintaining the wood and architectural metals which comprise</p>	<p>Biannual maintenance (2024, 2026, 2028, 2030)</p>	<p>\$ 5,000 (wood-frame screens, north elevation)</p> <p>To be completed by contractor with experience in historic preservation</p>

* Unless otherwise noted, all quoted material describing recommended treatment approaches is drawn from the *Secretary of the Interior’s Standards for the Treatment of Historic Properties*, “Rehabilitation Treatment,” US Department of the Interior, National Park Service, Washington, DC. Available at: <http://www.nps.gov/history/hps/tps/standguide>.

¹ Weeks, Kay D., and H. Ward Jandl. 1996. “The Secretary of the Interior’s Standards for the Treatment of Historic Properties: A Philosophical and Ethical Framework for Making Treatment Decisions.” In S.J. Kelley, ed., *Standards for Preservation and Rehabilitation* (American Society for Testing and Materials): pp. 7-22.

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
		<p>window frames in period-appropriate palette</p> <p>(2) Removal of nonoriginal aluminum-frame window screens with wood-frame screens along north elevation</p>	<p>the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.”</p> <p>“Making windows weather tight by re-caulking and replacing or installing weather-stripping. These actions also improve thermal efficiency.”</p> <p>4. Repair: “Repairing window frames and sash by patching, piecing-in, consolidating or otherwise reinforcing them using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment.”</p> <p>5. Limited Replacement In-Kind: “Replacing in kind extensively deteriorated or missing parts of windows when there are surviving prototypes such as frames, sash, sills, glazing, and hoodmolds. The new work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment.”</p>		
<p>Roof, Main House</p> <p>Brick chimney, south elevation</p>	<p>Yes (configuration, pitch, original ornamental details where extant); sheathed in nonoriginal composition shingles</p>	<p>Condition: Good overall</p> <p>Repairs: Re-roofing, to include removal of solar panels on north elevation; tear-off; repairs as needed to roof system structure; installation of plywood decking; re-sheathing of roof with composition shingles; reinstallation of solar panels</p> <p>Concurrent with roof repairs, refasten/reinforce chimney. For historic brick, repoint to match existing and repair/replace brick in-kind where needed.</p>	<p>Recommended rehabilitation treatment guidelines:</p> <p>1. Identify, retain, preserve: Identify “the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof’s shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, & weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning.”</p> <p>2. Protect and retain: “Cleaning of gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation. ... Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.”</p> <p>3. Repair: “Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof.</p>	<p>2025 (reroof and roof repairs, repairs/ refastening of brick chimney)</p> <p>Triannual inspection</p>	<p>\$ 40,000</p> <p>To be completed by contractor with experience in historic preservation</p>

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
Exterior walls, wood sheathing	Yes	<p>Condition: Good/Fair</p> <p>Repairs: Repairs/patching or in-kind replacement of areas of damaged and deteriorated wood siding, including but not limited to areas along the base of the residence and the north elevation; resealing and repainting in period-appropriate palette</p>	<p>The exterior wood sheathing of the building will be repaired as necessary and repainted, according to the <i>Secretary's Standards</i>.</p> <p>Recommended rehabilitation treatment guidelines:</p> <ol style="list-style-type: none"> 1. Identify, retain, and preserve: "Identifying, retaining/preserving wood features that are important in defining the historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors." 2. Stabilize: "Stabilizing deteriorated or damaged wood as a preliminary measure, when necessary, prior to undertaking appropriate preservation work." 3. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building... Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary." 4. Repair: "Repairing, stabilizing, and conserving fragile wood using well-tested consolidants, when appropriate. Repairs should be physically and visually compatible and identifiable upon close inspection for future research. Repairing wood features by patching, piecing-in, or otherwise reinforcing the wood using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment." 5. Limited Replacement in Kind: "Replacing in kind extensively deteriorated or missing parts of wood features when there are surviving prototypes such as brackets, molding, or sections of siding. New work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment." 	2028 Biannual inspection	\$ 40,000 To be completed by contractor with experience in historic preservation

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/Maintenance Schedule	Estimated Cost
			<p>Not Recommended: “Replacing an entire wood feature such as a column or stairway when limited replacement of deteriorated and missing parts is appropriate.</p> <p>Using replacement material that does not match the historic wood feature; or failing to properly document the new work.”</p>		
Main entrance, wood entrance door, hardware, and leaded-glass light	Yes	<p>Condition: Good/fair (isolated repairs needed)</p> <p>Repairs: Original front door has inoperable/ill-fastened hardware and leaded-glass window in need of cleaning/conservation</p>	<p>Recommended treatment guidelines:</p> <ol style="list-style-type: none"> 1. Identify, retain, and preserve: Identifying elements of “entrances and porches--and their functional and decorative features--that are important in defining the overall historic character of the building.” 2. Protect and maintain: “Protecting and maintaining the masonry, wood, and architectural metals that comprise entrances and porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.” 3. Repair: “Repairing entrances and porches by reinforcing the historic materials. Repair will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, cornices, entablatures, columns, sidelights, and stairs.” 	2029	<p>\$ 10,000</p> <p>To be completed by contractor with experience in historic preservation</p>

ATTACHMENT 2
Mills Act Letter of Intent

From: Rachelle Andrews & Andrew Kao
704 Meridian Avenue
South Pasadena, CA 91030

To: City of South Pasadena,
Planning Department

Re: Mills Act Application

Date: 5/28/2020

This is a letter of intent to file the Mills Act Application for the property at 704 Meridian Avenue. We, Rachelle Andrews and Andrew Kao, are the owners of this home located in the North of Mission Historic District, located just north of the Mission & Meridian commercial corridor. Confirmed by City staff, the property qualifies for the Mills Act incentive program as it is listed in the City of South Pasadena's latest Inventory of Historic Properties as a "Contributor to a multi-component resource determined eligible for NR by the Keeper. Listed in the CR." and is within a designated district in the California Register of Historical Resources.

We have been residents of South Pasadena since early 2019, and recently purchased this modest one-story craftsman bungalow to put down roots and grow our family. We fell in love with this house instantly based on the historical characteristics that had been preserved and cherished over the years by its previous owners. The home was originally built in 1912 and has undergone several interior renovations since then. The kitchen has been updated with modern appliances and new countertops, and the bathroom has been updated to accommodate a shower and built in cabinets.

It is our desire to maintain and enhance the historical characteristics that make our home unique and preserve these original architectural details over the coming years. Upon purchasing this house, we took necessary steps to preserve the original details that needed immediate attention. We've taken preventative measures against termite and pests and have treated the roof to maintain its integrity. Going forward, we'd like to pursue a preliminary set of projects listed below, which is non-exhaustive, that will require historically accurate renovations to ensure structural stability and authenticity of the house. Please see supporting photos at the end of our letter for reference.

- Restore/repair built-in cabinetry in the dining room.
- Restore and patch wall gallery shelves and paneling in the dining room.
- Patch, repair, and refinish hardwood floors throughout the home.

Item No. 6

- Remodel original bathroom to prevent further water damage and preserve original window frame currently located in the bath/shower stall.
- Stabilize the original chimney structure.
- Repair double hung windows for missing sash cords and broken/cracked glass.
- Re-stain baseboards/crown molding, as well as the window frames and doors.
- Replace aluminum window screens on north side of the house to match existing wooden ones.
- Repair water damaged siding and refinish exterior paint with period appropriate palette.
- Replace roof tiles and damaged rafters. Roof was recently treated with Roof Maxx, an all-natural bio-oil application to prolong the shingles' lifespan, but it will need to be replaced within the next few years.
- Rehabilitate front door finish, leaded glass window, and hardware.
- Strengthen and repair framing of the original garage structure.

By applying for the Mills Act incentive program, we are committed to investing in the long-term preservation and maintenance of our home's historical characteristics. We plan to procure the services of an architectural historian to evaluate and prepare rehabilitation and restoration plans and maintenance program following your review.

Please accept our intent to file for the Mills Act Application for consideration by the Cultural Heritage Commission.

Sincerely,

Rachelle Andrews & Andrew Kao

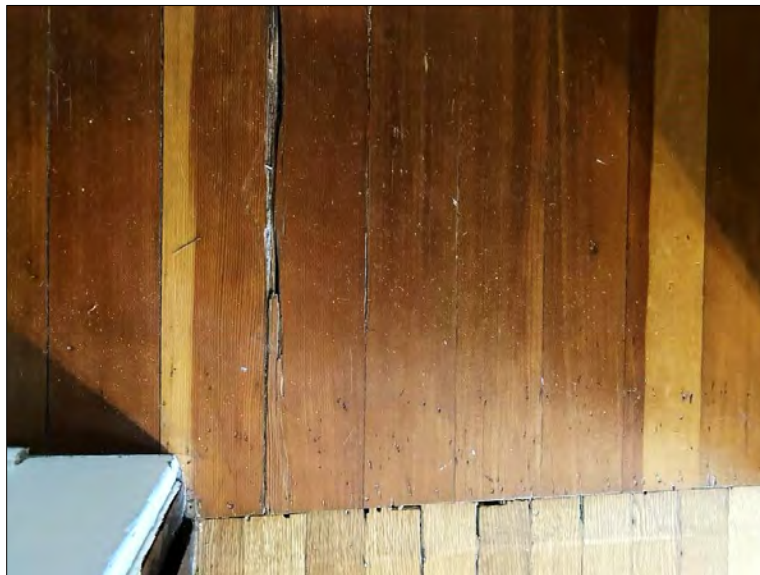
Supporting Photos



Built-in cabinetry in the dining room needs to be repaired and refinished.



Broken pieces of wall galley shelves in the dining room to be restored.



Hardwood floors throughout the home need to be refinished.



Window in the bathroom is located within the shower stall and a bathroom remodel is needed to prevent further water damage to the original wooden frame.



Braces on the chimney need to be replaced/re-attached to stabilize structure. Additionally, roof tiles and damaged rafters will need to be replaced.



Double hung windows need to replace missing sash cords and repair broken/cracked glass.



Some of the wood siding along the bottom edge of the house is showing water damage and will need to be repaired.



Corrosion to the leaded glass window on the front door and hardware needs to be restored.



Original garage structure needs to be straightened and the frame needs to be strengthened with additional bracing.

ATTACHMENT 3
Report from the Subcommittee

CHC Landmark Subcommittee Report, September 2, 2020

NAME: Mark Gallatin

NAME: Kristin Morrish

ADDRESS: 704 Meridian Avenue, South Pasadena CA 91030

Introduction

The City of South Pasadena received a letter of intent to apply for a Mills Act contract for the home at 704 Meridian Avenue on May 28, 2020. At the meeting of the Cultural Heritage Commission (CHC) on June 18, 2020, a Mills Act subcommittee consisting of Mark Gallatin, Chairman and Kristen Morrish, Commission Member was appointed to review the application. The Mills Act subcommittee reviewed the application materials, met with the property owner on a virtual site on July 28, 2020 and toured the property at that time. A Mills Act application was received on August 24, 2020. This report presents the Mills Act subcommittee's recommendation on the ability of the proposed application to meet the criteria required for a Mills Act Contract, per SPMC 2.68(C)(i-iv) explaining with brief facts the way in which the improvements are consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and how the work includes rehabilitation for continual use of historic buildings and sites, preservation and maintenance of character-defining features, and restoration of historical resources that have been significantly altered over time.

Background

BRIEF HISTORY OF HOME AND DISTRICT

The house at 704 Meridian Avenue was built in 1912 in the Craftsman style popular at the time. The 2014 South Pasadena Citywide Historic Context Statement notes:

"Craftsman architecture grew out of the late-19th century English Arts and Crafts movement. A reaction against industrialization and the excesses of the Victorian era, the movement stressed simplicity of design, hand-craftsmanship, and the relationship of the building to the climate and landscape. Craftsman architecture developed in the first decade of the 20th century as an indigenous California version of the American Arts and Crafts movement, incorporating Southern California's unique qualities. Constructed primarily of stained wood, with wide overhanging eaves, balconies, and terraces extending the living space outdoors, the style embodied the goals of the Arts and Crafts movement.

The Craftsman bungalow dates from the early 1900s through the 1920s. The bungalow's simplicity of form, informal character, direct response to site, and extensive use of natural materials, particularly wood and stone, was a regional interpretation of the reforms espoused by the Arts and Crafts movement's founder, William Morris. Craftsman bungalows generally have rectangular or irregular plans, and are one to one-and-a-half stories tall. They have wood clapboard or shingle exteriors and a pronounced horizontal emphasis, with broad front porches, often composed with stone, clinker

brick, or plastered porch piers. Other character-defining features include low-pitched front-facing gable roofs, and overhanging eaves with exposed rafter tails.”

Among the character-defining features of this style that 704 Meridian exhibits are low-pitched front-facing gable roofs, wide, overhanging eaves, shingle exterior, a broad front porch, plastered front porch piers, and exposed rafter tails.

704 Meridian is listed in the South Pasadena Inventory of Cultural Resources as a contributor to the North of Mission Historic District, one of only 11 designated districts in the City of South Pasadena. As such, it is eligible to apply for a Mills Act contract. The property is also listed on the California Register of Historical Resources (CRHR) as a contributor to the North of Mission Historic District. The North of Mission Historic District, whose boundaries are roughly along Meridian Avenue north of Mission Street and south of Grevelia Street, was determined eligible for the National Register by the Keeper on March 31, 1983. The property has a California Historic Resources Status Code of 2D2 (“Contributor to a district determined eligible for National Register by consensus through Section 106 process. Listed in the California Register”). This status and CRHR designation are reflected on the California Historic Resources Inventory.

Criteria for considering the merits of a Mills Act Contract.

Criteria and standards for the designation of Mills Act Contracts shall include any or all of the following, as applicable:

- i. Financial Investment. The estimated tax benefit is not expected to exceed the applicant’s proposed financial investment in the cultural resource over the first 10 years of the contract.

The applicant is planning to invest \$145,000 in qualified repairs and restoration over the ten year duration of the Mills Act contract. The applicant is estimated to realize a tax saving of \$128,715 over this period. Thus, the estimated tax benefit is not expected to exceed the applicant’s proposed financial investment in the cultural resource over the first 10 years of the contract and criteria i. is met.

- ii. Public Benefit. The proposed Mills Act contract features a work plan that will provide a benefit to the public by: rehabilitating the property for continued occupancy or adaptive reuse; improved viability through systems upgrades and structural reinforcement upgrades; preserving and maintaining the character-defining features of the property, and/or restoring character-defining features of the property that have been significantly altered or removed over time.

The work plan for this property includes window repairs/rehabilitation, including fixing cracked and inoperable windows, prepping, and repainting frames, wood surrounds and sills in a period-appropriate palette; replacing non-original aluminum-frame screens on the north elevation windows, with wood-frame screens to match those on the south and east elevations; structural stabilization, roof repairs, replacement, repairs/refinishing of wood sheathing at the garage; re-roofing residence, including removal of composition shingles, repairs to roof structure/system as needed, installation of plywood decking on north elevation, and re-sheathing; solar panels on the north elevation will also need to be removed and reinstalled; repointing/repairing historic brick chimney on south side of roof and refastening chimney to roof; repairs/repainting of the distinctive horizontal wood siding sheathing; and repairs to front door (including hardware and leaded-glass light. As all of these features are visible from the public right of way, a public benefit will be conferred by their repair/rehabilitation and criteria ii. is met.

- iii. Retroactive Limitations. The estimated tax benefit will not be used for any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty.

The items on the proposed work plan are planned for the period 2022-2029. None of the estimated tax benefit will be used for any maintenance or alteration work that was previously completed or initiated before the contract is approved. Therefore, criteria iii. is met.

- iv. Limitations on Maintenance. The estimated tax benefit will not be used for routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements.

Work proposed for this property using the estimated tax benefit consists of window repairs/rehabilitation, replacing non-original aluminum-frame screens with wood-frame screens to match those on the south and east elevations, structural stabilization, roof repairs, replacement, repairs/refinishing of wood sheathing at the garage, re-roofing the residence, repointing/repairing the historic brick chimney and refastening it to the roof, repairs/repainting of the distinctive horizontal wood siding sheathing, and repairs to the front door. None of this work constitutes routine maintenance and therefore, criteria iv. is satisfied.

- v. Limitations on Interior Work. The estimated tax benefit will not be used for work within the interior of a cultural resource unless the commission determines the following exceptions should be made: the interior work is necessary to improve the structural integrity of the property; the interior work is necessary to preserve and maintain character-defining features within the cultural resource that are specifically identified as part of the official landmark nomination; and/or the interior work is necessary to preserve and maintain character-defining features of the property that were discovered subsequent to its landmark designation. The commission must first determine that those interior features are character-defining based on substantial evidence provided by the applicant.

All work proposed using the estimated tax benefit will occur on the exterior of the home. No interior work is proposed, so criteria v. is met.

- vi. Limitations on Landscaping. The estimated tax benefit will not be used for landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

No landscaping work is proposed using the estimated tax benefit. Therefore, criteria vi. is met.

Recommendation on Mills Act Contract

In conclusion, pursuant to South Pasadena Municipal Code Section 2.68, we recommend that 704 Meridian be granted a Mills Act Contract based on its consistency with Criterion i through vi., inclusive, of South Pasadena Municipal Code Section 2.68(C).



Cultural Heritage Commission Agenda Report

DATE: September 17, 2020

TO: Chair and Members of the Cultural Heritage Commission

FROM: Kanika Kith, Planning Manager

PREPARED BY: Kanika Kith, Planning Manager

SUBJECT: **Project No. 2349-COA – Certificate of Appropriate for Front Yard Landscape Design at 1534 Ramona Avenue**

Recommendation

Receive an update from the Subcommittee and take one of the following actions:

1. Approve the project and adopt the findings provided in the Historic Assessment report or modify as appropriate; or
2. Provide design recommendations to support approval of a Certificate of Appropriateness; or
3. Direct staff to get a second opinion.

Background

In 2019, the applicant's Landscape Architect presented a conceptual landscape plan to Planning staff and was informed that the proposed landscape improvements required a tree removal permit for any trees to be removed and did not require approval from Planning. Prior to starting work, the applicant obtained a tree removal permit from Public Works for the removal of a *Schefflera actinophylla* (Australia umbrella) tree and subsequently proceeded with the proposed landscape improvements.

In June 2020, several neighbors raised concerns about the removal of historic landscape features on this property as they are working on the designation of the Ramona Street Historic District for the National Register. Staff researched the property and found that the DPR form included certain landscape features for this specific property, in which staff determined that the proposed landscape plan would be subject to review by the Commission.

In July 2020, a stop work order was issued informing the applicant that landscape of the front yard cannot proceed until it is reviewed and approved by the Cultural Heritage Commission.

On July 16, 2020, the conceptual landscape plan was presented to the Commission and the Commission appointed a Subcommittee comprised on Vice Chair Thompson and Commissioner Cross to work with the applicant and an Architectural Historian on the proposed landscape improvements for restoring historic features of the yard.

Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

On July 27, 2020, the Subcommittee met with the applicant's team to discuss the design and requested additional informational explaining their design proposal and it's appropriateness for the subject property and the district.

On August 11, 2020, the applicant submitted a Historical Assessment letter prepared by Teresa Grimes, Principal Architectural Historian at GPA Consulting and a Landscape Narrative letter prepared by Ross Woodley, Landscape Architect at EPT Design. These letters are included as **Attachment 1**.

On September 3, 2020, the Subcommittee met with the applicant's team to discuss the report prepared by Ms. Grimes and the appropriateness of the landscape design. The Subcommittee asked for photographs of existing Craftsman homes with similar landscape as the proposed design, details for the proposed fountain and statue, and a revised conceptual landscape plan with the following revisions:

1. Remove all references relating to a community garden because the landscape for this property shall be designed for residential use only.
2. Replace the concrete walkway to the fountain with decomposed granite to make it a secondary walkway.
3. Identify the plant materials and heights to ensure that the proposed plants do not detract the historic character of the site.
4. Identify the height and details of the fountain to ensure that it is appropriate for this historic site.
5. Identify the height and details of the statue to ensure that it is appropriate for this historic site.

On September 7, 2020, the applicant submitted additional materials as requested by the Subcommittee, included as **Attachment 2**.

Discussion/Analysis

Project Location

The applicant, Holy Family Church, is requesting a Certificate of Appropriate for a new front yard landscape design at 1534 Ramona Avenue, located at the corner of Ramona Avenue and Oak Street. The property is designated as 3B (eligible for National Register both individually and as a contributor to a district) in the City's Inventory of Historic Resources and a contributor to the Ramona Avenue Historic District. **Figure 1** is an aerial view of the project site outlined in green below.

Figure 1: Aerial View of Project Site



Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

The historic house located on the property is a two-story Craftsman style home designed by G. Lawrence Stimson. Figure 2 is a street view of the property.

Figure 2: Single-Family Home Street View



View from Ramona Avenue



View from Oak Street

Project Description

The applicant is proposing to replace the entire front yard with new drought tolerant plants, new paving, a 3-foot high fountain with a seating area on Oak Street, another seating area on Ramona Avenue with a St. Francis statue of approximately 25 inches high, two garden areas, two new entryways, and new concrete and decomposed granite walkways. A conceptual landscape plan is shown in **Figure 3** below and included as **Attachment 2**.

Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

Photographs of other Craftsman homes with similar landscape design and plants materials are provided in **Attachment 2**. These were provided per the request of the Subcommittee to better understand the design.

Figure 3: Conceptual Landscape Plan



Project Analysis

The Historic Assessment report prepared by Ms. Grimes discussed character-defining features for the subject property and the district. The letter suggested that the original walkway that was removed is not historic and that “[t]here is no evidence to suggest the front yard would qualify as a designed historic landscape” and therefore is not subject to a Certificate of Appropriateness.

However, the letter acknowledged that staff may refer any projects to the Commission, and therefore, the letter included a discussion to support findings for approval of the proposed landscape design. The letter also recommended minimizing the use of concrete paving by reducing the width of the proposed concrete along the south elevation and changing the material from concrete to decomposed granite. Overall, the letter concluded that with the recommended change to the walkway, the project is consistent with local and state standards and guidelines required for approval of a Certificate of Appropriateness.

Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

A revised conceptual and detailed landscape plans are included as **Attachment 2**.

Subcommittee Review

As stated in the staff report for the July 16, 2020 meeting, this project was referred to the Commission because the DPR form documented certain landscape features as listed below.

- “A curved concrete path leads from the Ramona Avenue to the west end of the pergola.”
- “The expansive front lawn is accented by two palm trees; a three-trunked palm and a bird-of-paradise plant fill the acute angle of the corner at Oak and Ramona.”
- “A large Chinese elm shades the south side of the house.”

The Subcommittee agreed that a front yard design plays a significant role for a historic site and a historic district. During the Subcommittee meeting on September 3, 2020, the Subcommittee expressed their concerns for the proposed landscape design and how it may affect the historic character of this property and the entire district as a whole. At the meeting, the applicant agreed to proceed with a certificate of appropriateness for the front yard landscape design regardless of the statement in the Historic Assessment report stating that “the project appears to meet the requirements for an exemption (Section 2.65 – D.3 and 4). The landscaping and paving will not affect a character defining feature of the property.”

At the release of this staff report, the Subcommittee was not able to review the additional materials to determine if the proposed landscape design is appropriate for this historic Craftsman home or for the district as a whole. The Subcommittee would like to have a discussion with the entire Commission.

Certificate of Appropriateness Criteria

In considering the Certificate of Appropriateness for the proposed landscape design, the Commission must find that the proposed design is in accordance with (1) the criteria listed in Cultural Heritage Ordinance Section 2.65 (2) the City’s design guidelines, and (3) the *Secretary of the Interior Standards for the Treatment of Historic Properties* (SOIS).

Cultural Heritage Ordinance

For approval of a Certificate of Appropriateness, the Commission must make the findings for approval under Cultural Heritage Ordinance Section 2.65(e)(10) as listed below.

- (A) **Mandatory Findings.** In order to approve a certificate of appropriateness, the commission shall make all of the mandatory findings as follows:
- (i) The project is consistent with the goals and policies of the general plan.
 - (ii) The project is consistent with the goals and policies of this article.
 - (iii) The project is consistent with the applicable criteria identified in subsection (e)(8) of this section which the commission applies to alterations, demolitions, and relocation requests.
- (B) **Project-Specific Findings.** In order to approve a certificate of appropriateness, the commission shall make **at least three** of the project-specific findings listed below:

- (i) The project removes inappropriate alterations of the past;
- (ii) The project is appropriate to the size, massing, and design context of the historic neighborhood;
- (iii) In the case of an addition or enlargement, the project provides a clear distinction between the new and historic elements of the cultural resource or improvement;
- (iv) The project restores original historic features in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties;
- (v) The project adds substantial new living space (for example: a second story toward the rear of a residence) while preserving the single story [architectural style or building type] character of the streetscape;
- (vi) The project enhances the appearance of the [residence or building] without adversely affecting its original design, character, or heritage;
- (vii) The project will not adversely affect the character of the historic district in which the property is located;
- (viii) The project will be compatible with the appearance of existing improvements on the site and the new work will be compatible with the massing, size, scale, and character-defining features to protect the historic integrity of the property and its environment;
- (ix) The project is consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties, and is therefore exempt from CEQA under Class 31, which applies to "projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995), Weeks and Grimmer" (CEQA Guideline [Cal. Code Regs. Title 14] Section 15331);
- (x) Relocation as an alternative to demolition of the cultural resource is appropriate because of the following: CEQA analysis has been conducted and the owner has provided substantial evidence, as defined in CEQA (Public Resources Code Section 21080(e)), demonstrating that no feasible alternative exists that would avoid a significant adverse impact on the resource; relocation is required to prevent destruction of the resource at its current location; the new location is compatible with the cultural resource's original character and use; upon relocation, the resource retains its historic features and compatibility in orientation, setting, and general environment; if relocated within the city of South Pasadena, the receiving location is appropriately zoned; the relocation is part of a definitive series of actions that will assure preservation of the cultural resource;
- (xi) Demolition of the cultural resource is appropriate because of one or all of the following:
 - (a) CEQA analysis has been conducted and the owner has provided substantial evidence, as defined in CEQA (Public Resources Code Section 21080(e)), demonstrating that no

Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

- feasible alternative exists that would avoid a significant adverse impact on the resource; (b) the owner is approved for a certificate of economic hardship; (c) the size, massing and scale of the replacement structure is harmonious with other improvements and natural features that contribute to the historic district, or the neighborhood character; and (d) the replacement structure contributes to the integrity of the historic district or neighborhood; and/or
- (xii) In the case of a structure that poses an imminent threat and is unsafe to occupy, the commission shall make one or all of the following findings to approve a demolition of a cultural resource: (a) the building has experienced severe structural damage and there is substantial evidence to support this conclusion from at least two sources (e.g., structural engineer, civil engineer, or architect); or (b) no economically reasonable, practical, or viable measures could be taken to adaptively use, rehabilitate, or restore the building or structure on its existing site and there is substantial evidence to support this conclusion from at least two sources (e.g., structural engineer, civil engineer, or architect); or (c) a compelling public interest justifies demolition.

City's Design Guidelines

A list of the City's Design Guidelines (Part II) for Alterations & Additions to Historic Residences relating to "Streetscape and Site Design," that are applicable to this project is provided below.

1. **Design Guidelines, Streetscape and Site Design, Introduction:** "The existing streetscape pattern, including sidewalks detached from the curb that are predominantly separated from the street by linear planting strips, and mature large-canopy trees is one of the most character-defining aspects of the historic residential neighborhoods in South Pasadena. Most streets are somewhat narrow, with homes on similarly sized lots, identical setbacks from the street, and similar side yard driveways and center set walkways, creating a rhythmic pattern along the streets. Most planting strips are only planted with grass between the equally spaced trees. Most front yards also have a generous area of lawn, many with landscaped garden areas."
2. **Streetscape and Site Design, Recommendations:**
 - Any rehabilitation or alterations should maintain the traditional landscape character and sidewalk design of the existing streetscape pattern.
 - Replacing planted areas with hardscape or impervious materials is not recommended.
 - Preserve the existing mature street trees. Diseased or missing trees should be replaced with trees of the same species.
 - Provide front yard character compatible to the historic residences and neighborhoods.
 - Protect established vegetation in yards, particularly mature shade trees.
 - Retaining and adding mature shade trees in addition to the existing street tree(s) at front yards is encouraged.

Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

- Landscape materials and features should be compatible with the architectural style of the house and complementary in color, texture, form and scale.
- Front yards should remain open to public view and remain free of fencing or hedges.
- Historic retaining walls, curbs and stairs should be preserved.
- Large areas of paving, decks or patios are discouraged at the front yards; Retain the existing pattern of pathways and driveways.
- A pathway should lead from the sidewalk to the entry, generally at the center of the front yard, perpendicular to the street.
- Paving material for driveways and walkways should be consistent with the architectural style and materials of the house. Concrete with a pattern, texture and color to match historic material is encouraged.

Secretary of the Interior's Standards

A list of applicable guidelines from *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings*, 2017, US Department of the Interior, National Park Service are provided below.

1. **Setting (District/Neighborhood), Description:**

“The setting is the larger area or environment in which a historic building is located. It may be an urban, suburban, or rural neighborhood or a natural landscape in which buildings have been constructed. The relationship of buildings to each other, setbacks, fence patterns, views, driveways and walkways, and street trees and other landscaping together establish the character of a district or neighborhood” (SOIS, 2017, p. 21).

Recommended and Not Recommended Changes to Setting (District/Neighborhood) (SOIS, 2017, p. 66):

Recommended: “Identifying, retaining, and preserving building and landscape features that are important in defining the overall historic character of the setting. Such features can include circulation systems, such as roads and streets; furnishings and fixtures, such as light posts or benches; vegetation, gardens, and yards; adjacent open space, such as fields, parks, commons, or woodlands; and important views or visual relationships.”

“Retaining the historic relationship between buildings and landscape features in the setting.”

Not Recommended: “Altering those building and landscape features of the setting which are important in defining its historic character so that, as a result, the character is diminished.”

“Altering the relationship between the buildings and landscape features in the setting by widening existing streets, changing landscape materials, or locating new streets or parking areas where they may negatively impact the historic character of the setting.”

Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

“Removing or relocating historic buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape in the setting.”

2. **Building Site, Description:**

“The building site consists of a historic building or buildings, structures, and associated landscape features and their relationship within a designed or legally-defined parcel of land. A site may be significant in its own right or because of its association with the historic building or buildings” (SOIS, 2017, p. 21).

Recommended and Not Recommended Changes to Building Site (SOIS, 2017, p. 63):

Recommended: “Identifying, retaining, and preserving features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths, or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site.”

“Retaining the historic relationship between buildings and the landscape.”

Not Recommended: “Altering buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.”

“Removing or relocating buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape.”

Staff recommends that the Commission use the standards and guidelines listed above in considering the proposed landscape design and as well as the following:

- The proposed landscape is appropriate for residential use. The property is zoned residential and no use permit has been granted to allow this property for any other uses other than residential.
- The proposed landscape will not jeopardize the district from qualification for future designation in the National Register.

As stated above, the applicant provided photographs of other Craftsman homes with similar landscape design. Below are images of other homes and front yards on the same street and other Stimson homes on Oaklawn.

Figure 4: Ramona Streetscape



Ramona and Oak



West side of Ramona



West side of Ramona



West side of Ramona



East side of Ramona



East side of Ramona

Figure 5: Stimson homes and front yards



If the Commission agrees with the Historic Assessment report that the proposed landscape design meets the criteria for approval of a Certificate of Appropriateness, the Commission may adopt the findings provided by Ms. Grimes or modify as appropriate.

If the Commission disagrees, the Commission has the following options:

1. Provide design recommendations to support approval of the Certificate of Appropriateness; or
2. Direct staff to get a second opinion; or
3. Deny the Certificate of Appropriateness.

Environmental Analysis

If the Commission finds that the proposed landscape design is consistent with *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings*, then the project would qualify for a Class 31 Historical Resource Restoration/Rehabilitation Categorical Exemption under the California Environmental Quality Act (CEQA). Class 31 exemption includes projects limited to maintenance, repair, stabilizations, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995), Weeks and Grimmer.

Cultural Heritage Commission
September 17, 2020

2349-COA - 1534 Ramona Avenue
Front Yard Landscape Design

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website, in the South Pasadena Review newspaper, and individual property mailings to those within 300 feet of the project site.

Attachments:

1. Historic Assessment Report
2. Landscape Plans and Photographs
3. Staff Report & Comments for July 16, 2020 CHC Meeting

ATTACHMENT 1
Historic Assessment Report



Memorandum

Date: August 11, 2020
 For: Shannon Porter, Director of School Advancement, Holy Family Church
 Subject: 1534 Ramona Avenue, South Pasadena
 From: Teresa Grimes, Principal Architectural Historian

Introduction

In 2015, Holy Family Church of South Pasadena purchased the property at 1534 Ramona Avenue for use as a rectory. The property is located on a corner parcel at Ramona Avenue and Oak Street and is occupied by a two-story Craftsman style house designed by G. Lawrence Stimson in 1914. The property was identified as appearing eligible for listing in national and local registers individually as well as a contributor to the Ramona Avenue Historic District in a historic resource survey conducted in 1991.¹ The purpose of the survey was to develop an inventory of historic resources and to provide a foundation for their recognition in all future planning processes. The inventory included properties listed in national, state, and local registers as well as those properties appearing eligible for listing. The inventory was adopted by the City Council in 1994 but did not involve the documentation of potential historic resources on state inventory forms, also known as DPR 523 forms.

It appears that the Ramona Avenue Historic District and subject property were first documented on state inventory forms in 1996 for an Environmental Impact Report prepared for the Holy Family Catholic Church Vision Master Plan (see Attachment 1). The Ramona Avenue Historic District was subsequently listed under the local Cultural Heritage Ordinance. It includes 19 properties, 18 on the 1500 block of Ramona Avenue and one on the 1200 block of Oak Street. City Council Resolution #6471 (see Attachment 2) listing the district stated that the majority of the properties were constructed between 1907 and 1915 and found that it met several criteria for significance and possessed integrity. In summary, the district is historically significant because several of the houses were constructed for members of the United Lodge of Theosophists and architecturally significant as several of the houses were designed by G. Lawrence Stimson, a recognized master builder and designer. Additionally, the district collectively represents the aesthetics of the Arts and Crafts movement.

In 2019, Holy Family engaged EPT Design to develop a conceptual landscape plan for the property at 1534 Ramona Avenue. EPT presented the plan to City Planning staff and was informed that a tree removal permit would be required but other permits would not be required. A tree removal permit was issued for the removal of a *Schefflera actinophylla* (Australia umbrella) tree. According to Section 2.65 – D. 3 and 4 of the Cultural Heritage Ordinance, a Certificate of Appropriateness is not required for:

¹ The California Register of Historical Resources was created in 1992.



- Landscaping, including sprinkler system work that does not affect a character-defining feature, and
- Paving work that does not affect a character defining feature.

In July of 2020, Holy Family began the process of installing the landscape improvements on the property. On July 7th a stop work order was issued by City Planning and Holy Family was instructed to obtain the necessary permits, although the only necessary permit had been issued for the tree removal. On July 16th the matter was referred to the Cultural Heritage Commission. The staff report recommended the Commission appoint a subcommittee to work with an architectural historian and Holy Family on the landscape improvements.

GPA Consulting was engaged to assist with the project by conducting research, inspecting the property and historic district, identifying the character-defining features of the front yard, and reviewing the proposed improvements for compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties (Standards) and other guidelines. GPA made recommendations to modify the project for consistency with the Standards and guidelines. The discussion and analysis below are based upon the revised project.

Property Description

The property at 1534 Ramona Avenue is occupied by a two-story Craftsman style house sheathed in cedar shingles. The corner parcel is larger than the others within the district and triangular in shape. The house has a generally rectangular plan covered by a double-gabled roof with a north-south orientation. The eastern gable projects further south past the western gable, which covers a second-story balcony. A shed roof on the west elevation covers a one-story projecting wing. The roof is further characterized by overhanging eaves and exposed rafters. A pergola supported by stout stucco piers with corbeled capitals extends along the south elevation, sheltering the front entrance porch. A horizontal wood railing defines the porch and features a cloud lift design, a Japanese form. The main entrance faces south on to the porch and is composed of a decorative wood door with art glass insets and flanking fixed windows with transoms. The cloud lift design is repeated in the muntin pattern of the wood casement windows on the first story, which are grouped in twos and fours. On the second story the wood casement windows are mostly single panes set in ones, twos, and fours. The north elevation features a brick chimney. A second story sleeping porch on the east elevation overlooks the back yard.

The exterior of the house appears to be mostly unaltered. There is another second-story balcony between the two gables on the south elevation that is not on the original drawings. It may have been added at a later date. Additionally, there are two bays of glazing on the front porch that appear to have been added at a later date. The property apparently never had a garage, based upon the Sanborn maps. The back yard has a brick patio surrounding a pool that was added at an unknown date.

The 1996 Primary Record (DPR 523 A form) described the front yard as follows:

A curved concrete path leads from the Ramona Avenue to the west end of the pergola. The expansive front lawn is accented by two palm trees; a three-trunked palm and a bird-of-paradise plant fill the acute angle of the corner at Oak and Ramona. A large Chinese elm shades the south side of the house.



The recent changes to the front yard are documented by archived Google Streetview images. Between 2007 and 2011, the yard was mostly a grass lawn with roses planted along the west elevation. The bird of paradise plant was apparently removed before 2007, because it is not present in the 2007 image. The only difference the 2007 and 2011 images appear to be two oak trees planted by the City in the planting strip along Ramona Avenue. By 2014, a horizontal wood fence and flower bed were installed along the north property line and Ramona Avenue, a hedge was planted along Oak Street, an informal path from Oak Street to the main entrance was created, and the lawn was removed and covered with bark. By 2015, the fence along Ramona Avenue had been removed and additional shrubs and ground covers were planted sporadically. Between 2017 and 2019, there were no changes observed other than the growth of the shrubs.

The July 16th staff report referenced a National Register of Historic Places nomination being prepared by Debi Howell-Ardila. GPA contacted Mrs. Howell-Ardila for a copy of the nomination and information on the history of the property; however, neither were provided (see Attachment 3).

Project Description

The project seeks to create a sustainable landscape that is accessible for the property's resident as well as his friends and family members. The improvements are confined to the front yard, which is south and west of the house. The project involves the preservation of all of the mature trees in the front yard with the exception of the Australia umbrella tree for which a permit was lawfully issued. At the time of this memorandum, the concrete walkway from the sidewalk on Ramona Avenue to the front entrance porch of the house had already been removed. It was off set to the south of the front porch and straight for the most part with a curve at the end to meet the front porch. A new scored concrete walkway will match the original in color and texture. However, it will be aligned with the front entrance and terminate in a ramp instead of steps to the porch. Additionally, a concrete path with arroyo stone edging will meander through the front yard from the north end of the property on Ramona Avenue to the walkway. The path will continue to the east end of the property on Oak Street; however, the width will be reduced, and the material changed to decomposed granite. There is a secondary gravel path on the south side of the house around a planting area. The softscape palette draws on trees, shrubs, and groundcovers native to the region planted in an informal fashion. The plan also features the use of boulders and a fountain on the west side of the house. The planting strip will include decomposed granite punctuated with islands of shrubs between the existing trees.

Character-Defining Features

Preservation Briefs published by the National Park Service provide information on the preservation, rehabilitation, and restoration of historic buildings. Preservation Brief 17 provides guidance on the identification of character-defining features. Character refers to those visual aspects and physical features that comprise the appearance of every historic building. Character-defining features can be generally grouped into three categories: the overall visual character of a building, the exterior materials and craftsmanship, and the interior spaces, features, and finishes. The relative importance of character-defining features depends on the level of craftsmanship, visibility, and integrity. In addition, some character-defining features are more important than others in conveying the significance of the building. With regard to the setting of a building, Preservation Brief 17 suggests identifying character-defining features by posing the following questions:



What are the aspects of the setting that are important to the visual character? For example, is the alignment of buildings along a city street and their relationship to the sidewalk the essential aspect of its setting? Or, conversely, is the essential character dependent upon the tree plantings and out buildings which surround the farmhouse? Is the front yard important to the setting of the modest house? Is the specific site important to the setting such as being on a hilltop, along a river, or, is the building placed on the site in such a way to enhance its setting? Is there a special relationship to the adjoining streets and other buildings? Is there a view? Is there fencing, planting, terracing, walkways or any other landscape aspects that contribute to the setting?

With regard to the Ramona Avenue Historic District as a whole, the character-defining features from the period of significance (1907 to 1915) include:

- flat topography,
- lots that are mostly 50' x 150',
- single-family houses with a common setback from the street,
- garages situated to the rear,
- scored concrete sidewalks,
- driveways from the street,
- concrete walkways from the sidewalk to the main entrance of each house, and
- *Washingtonia robusta* trees planted in the planting strip.

The City has installed contemporary street light poles with cobra head lights at an unknown date, but obviously after the period of significance and not character-defining. Additionally, the City has planted *Quercus agrifolia* trees in the planting strip recently that are not character-defining.

The character-defining features of the subject property include the corner lot with the house positioned toward the northeast corner, thereby creating a large front yard. There is no evidence to suggest the front yard would qualify as a designed historic landscape. The only historic photograph identified at the time of this memorandum is in an article called "Ramona Ave. As I Knew It" by Jean Clough, a former resident (see Attachment 4.) The photograph seems to indicate minimal landscaping that included a grass lawn and different species of palm trees. The article mentions that the front and side lawns incorporated orange trees that were once part of an earlier grove. However, there are no orange trees on the property presently. By 2014, the grass lawn was removed but the mature trees remained. The concrete walkway that was recently removed, while original, it was purely functional, did not display craftsmanship, and did not contribute to the character of the property as a whole or front yard in particular. Examples of walkways that might be considered character-defining features include the Batchelder House, Culbertson House, and Bolton House that are uniquely designed, create grand entrances, and/or display tile and brick work evocative of the Arts and Crafts movement (see Attachment 5.)

The July 16th staff report suggested that the walkway was a character-defining feature by virtue of the fact that it was described on the 1996 Primary Record (DPR 523 A form). However, in historic resources surveys a Primary Record is used to merely describe a property at the time of recordation, while a Building Structure Object Record (DPR 523 B form) is used to evaluate its significance. The *Instructions for Recording Historical Resources* state "However, it is important to emphasize that the Primary Record (and a Location Map when required) is strictly non-evaluative



and constitutes the minimum documentation needed to include a record in OHP’s filing system.”² The 1996 Building, Structure Object Record (DPR 523 B form) noted “Palm trees in front lawn. Communal garage on Lot 2, North Oneonta Tract” as significant related features, but not the walkway.

Certificate of Appropriateness Criteria

Section 2.65 of the Cultural Heritage Ordinance pertains to Certificates of Appropriateness. As stated above, the project appears to meet the requirements for an exemption (Section 2.65 – D. 3 and 4). The landscaping and paving will not affect a character defining feature of the property. At any rate, City staff referred the project to the Commission under Section 2.65 – C.2 for Actions Requiring a Certificate of Appropriateness:

- Any other project referred to the Commission by the City Council, Planning Commission, or City staff.

Section 2.65 – E.8 establish the criteria for the issuance of a Certificate of Appropriateness. The table below includes each criterion along with a discussion of compliance.

TABLE 1: Certificate of Appropriateness Criteria	
Local Criteria	Discussion
1. The purpose of this article as set forth in Section 2.58B.	The project is consistent with the purpose of the Cultural Heritage Ordinance. The character of the property will be preserved, and the landscaping will be improved.
2. City of South Pasadena Zoning Code.	The project is consistent with the Zoning Code as it is limited to landscape improvements.
3. City of South Pasadena Residential and Commercial Design Guidelines, particularly the Design Guidelines for alterations and additions to historic residences; the Design Guidelines for new residential buildings in established neighborhoods that apply to non-Contributors, and the Design Guidelines for enhancing existing non-historic residences.	The project is consistent with the Design Guidelines for alterations and additions to historic residences. See discussion in Table 2 below.
4. The historic and architectural value and significance of the Improvement or natural feature and whether any affected Improvement or natural feature is listed in or eligible for listing in the South Pasadena Register of Landmarks and Historic Districts; the California Register of Historical Resources; or the National Register of Historic Places or is otherwise a Cultural Resource.	The property is contributing to the locally listed Ramona Avenue Historic District. Its historic and architectural value and significance will not be diminished by the project.

² Instructions for Recording Historical Resources (Sacramento: Office of Historic Resources, 1995), 4.



<p>5. The qualities of the Improvement or natural feature including their relation to the street or public way and to other Improvements and natural features, the texture, material and color of the Improvement in question or its appurtenant fixtures, and the relationship of such features to similar features of other Cultural Resources nearby.</p>	<p>The landscape improvements will not change the relationship between the house and the street. Four other properties within the district feature drought tolerant landscaping as opposed to lawns. They include 1532, 1524, 1512, and 1529 Ramona Avenue.</p>
<p>6. The designated Historic District including the impact of any proposed Demolition, alteration, relocation, or new construction on the criteria and standards adopted by the City Council for Historic District designation.</p>	<p>The project would have no impact on the continued eligibility of the district under the criteria included in City Council Resolution #6471.</p>
<p>7. With respect to proposed relocations or demolitions, review of the replacement structure to be considered by the Cultural Heritage Commission and Planning Commission concurrently with the relocation or Demolition permit request. A building permit for the replacement structure must be obtained before a Cultural Resource is relocated or demolished.</p>	<p>This criterion is not applicable to the project, which does not involve a replacement structure.</p>
<p>8. With respect to proposed demolitions, the Commission shall consider whether the Improvement or natural feature is of such unusual or uncommon design, texture or materials that it could not be reproduced or be reproduced only with great difficulty and expense or whether retention of such would substantially aid in preserving and protecting the Cultural Resource, or the Historic District.</p>	<p>This criterion is not applicable to the project, which does not involve demolition.</p>
<p>9. Any applicable report from a Historic Architect or Civil Engineer regarding the feasibility of the proposed work, or feasibility of the Commission's suggestions for project revision, subject to peer review by a City consultant.</p>	<p>This criterion is not applicable to the project, which does not involve any reports regarding the feasibility of the landscape improvements.</p>
<p>10. The Certificate of Appropriateness application and all written and oral testimony submitted, including any evaluations of the property and proposed project by an Architectural Historian.</p>	<p>This memorandum was prepared for the Certificate of Appropriateness application. Prior written testimony focused on National Register nomination for the historic district, which is not relevant. Furthermore, a draft of the nomination was not available at the time of this memorandum.</p>



11. Whether the owner applied for a Certificate of Economic Hardship in accordance with subsection (6)(C).	This criterion is not applicable to the project as the owner has not applied for a Certificate of Economic Hardship.
National and State Criteria	Discussion
1. Secretary of the Interior's Standards for the Treatment of Historic Properties and the associated guidelines.	The project is consistent with the Standards. See discussion in Table 3 below.
2. The National Park Service and its Preservation Briefs, Tech Notes, and Bulletins.	Preservation Briefs, Tech Notes, and Bulletins are not prescriptive and are designed to provide methods and approaches for common problems in the rehabilitation of historic buildings. See discussion in Table 3 below.
3. The California Environmental Quality Act (CEQA) and its implementing Guidelines and whether the project is consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and is therefore exempt from CEQA under Class 31.	The project is eligible for a Class 31 exemption as it complies with the Standards.
4. The California Environmental Quality Act (CEQA) and its implementing Guidelines and whether the project would normally qualify for a categorical exemption from CEQA, but the project is subject to CEQA because the project "may cause a substantial adverse change in the significance of a historical resource."	This criterion is not applicable as the project is eligible for a Class 31 exemption as it complies with the Standards.
5. State Historical Building Code	This criterion is not applicable as the project does not require a building permit.
6. Density Bonuses.	This criterion is not applicable as the project is limited to landscape improvements.

Compliance with Design Guidelines for Alterations & Additions to Historic Residences

One of the local criteria for the issuance of a Certificate of Appropriateness is compliance with Design Guidelines for Alterations & Additions to Historic Residence. The table below includes each guideline along with a discussion of compliance.

TABLE 2: Guidelines for Streetscape and Site Design

The existing streetscape pattern, including sidewalks detached from the curb that are predominantly separated from the street by linear planting strips, and mature large-canopy trees is one of the most character-defining aspects of the historic residential neighborhoods in South Pasadena. Most streets are somewhat narrow, with homes on similarly sized lots, identical



<p>setbacks from the street, and similar side yard driveways and center set walkways, creating a rhythmic pattern along the streets. Most planting strips are only planted with grass between the equally spaced trees. Most front yards also have a generous area of lawn, many with landscaped garden areas.</p>	
Guideline	Discussion
<p>1. Any rehabilitation or alterations should maintain the traditional landscape character and sidewalk design of the existing streetscape pattern.</p>	<p>The project complies with this guideline. There are no proposed changes to the sidewalk. The streetscape is characterized by older palm and younger oak trees spaced irregularly. The planting strip was historically lawn, which has been removed in several locations. (See Guideline 5.)</p>
<p>2. Retain the existing sidewalks, separate from the curb with a planting strip.</p>	<p>This guideline is not applicable to the project. There are no proposed changes to the sidewalk.</p>
<p>3. Any new or replacement sidewalks should be similar to the existing in location, size and concrete texture and color.</p>	<p>This guideline is not applicable to the project. There are no proposed changes to the sidewalk.</p>
<p>4. Protect and maintain vegetation in the planting strips.</p>	<p>The vegetation in the planting strips within the district was historically lawn. Many of the property owners have removed the lawn and have replaced it with bark, decomposed granite, native plants, or some combination thereof. The lawn at the subject property was removed in 2014, thus there is nothing to protect or maintain. (See Guideline 5.)</p>
<p>5. Replacing planted areas with hardscape or impervious materials is not recommended. Where lawn is the predominant planting material in the planting strip on a street, planting more drought tolerant, native, or water-wise green plants to replace water thirsty lawns is appropriate.</p>	<p>The project complies with this guideline. The planting strip will include decomposed granite punctuated with islands of shrubs between the existing trees.</p>
<p>6. Preserve the existing mature street trees. Diseased or missing trees should be replaced with trees of the same species.</p>	<p>This guideline is not applicable to the project. There are no proposed changes to the street trees.</p>
<p>7. Provide front yard character compatible to the historic residences and neighborhoods.</p>	<p>The project complies with this guideline. The landscape improvements are compatible with the Craftsman style of the house and district as a whole. See discussion in Table 3 below.</p>
<p>8. Protect established vegetation in yards, particularly mature shade trees.</p>	<p>The project complies with the guideline. All of the mature trees in the front yard will be preserved with the exception of the Australia</p>



	umbrella tree for which a permit was lawfully issued.
9. Retaining and adding mature shade trees in addition to the existing street tree(s) at front yards is encouraged.	The project complies with this guideline. Three new California Buckeye will be planted in the front yard for shade.
10. Landscape materials and features should be compatible with the architectural style of the house and complementary in color, texture, form and scale.	The project complies with this guideline. The landscape improvements are compatible with the Craftsman style of the house. See discussion in Table 3 below.
11. Front yards should remain open to public view and remain free of fencing or hedges.	The project complies with the guideline. No fencing or hedges are proposed in the front yard.
12. Historic retaining walls, curbs and stairs should be preserved.	This guideline is not applicable to the project. The property does not feature any retaining walls, curbs or stairs.
13. Large areas of paving, decks or patios are discouraged at the front yards; Retain the existing pattern of pathways and driveways.	The project complies with this guideline. There are no proposed decks or patios and the property did not have a driveway historically. The concrete walkway from the sidewalk on Ramona Avenue to the front entrance porch will be reconstructed in a slightly different location to create an accessible path of travel. Other pathways will be constructed from permeable materials such as decomposed granite or gravel.
14. A pathway should lead from the sidewalk to the entry,	The project complies with the guideline. The new walkway will lead from the sidewalk to the front porch as it did historically. It should be noted that most pathways within the district are straight, meaning a direct line from the sidewalk to the front entrance of the house. However, a few houses have front entrances accessed from driveways.
15. Where uniform curb cut patterns exist, these should be retained. New curb cuts should not be added, and existing driveway locations should remain. Most driveways in South Pasadena are along the side yard, often leading to a separate garage at the rear yard.	This guideline is not applicable to the project as no new curb cuts are proposed.
16. Paving material for driveways and walkways should be consistent with the architectural style and materials of the house.	The project complies with the guideline. The new walkway from the sidewalk to the front porch will be scored and match the original in



<p>Concrete with a pattern, texture and color to match historic material is encouraged. Reduction in driveway paving width with the use of decorative paving or a planted median is encouraged.</p>	<p>concrete texture and color. The location and size will be similar to the original but will be straight rather than curved for accessibility purposes. The property does not have a driveway.</p> <p>It should be noted that original paving material in the district appears to have been scored concrete, including sidewalks, walkways, and driveways. However, numerous property owners have removed and replaced original paving. For example, the property at 1511 hqs a faux stone stamped concrete walkway from the driveway, 1519 has a brick walkway from the driveway, and 1529 has a brick walkway from the sidewalk enhanced by flag stone and a flat concrete driveway with a planting strip. Thus, there is no longer a consistency in paving material in the district.</p>
---	--

Compliance with Secretary of the Interior’s Standards

The Secretary of the Interior's Standards for the Treatment of Historic Properties (Standards) were issued by the National Park Service and are accompanied by Guidelines for four types of treatments: Preservation, Rehabilitation, Restoration, and Reconstruction. The most common treatment and the one that applies to the proposed project is rehabilitation.

Rehabilitation

Rehabilitation is defined as “the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.”³ The Standards for Rehabilitation assume that at least some repair or alteration of the historic resource will be needed in order to provide for continued or new uses.

Guidelines

The Guidelines are intended as an aid to assist in applying the Standards to all types and styles of buildings from various periods of time. They address exterior and interior work as well as site work. The approaches that are consistent with the Standards and “Recommended” and those that are inconsistent are “Not Recommended.”

It is important to note that the Standards are not intended to be prescriptive, but instead provide general guidance. They are intended to be flexible and adaptable to specific project conditions to balance continuity and change, while retaining materials and features to the maximum extent feasible. Their interpretation requires exercising professional judgment and balancing the various

³ Anne E. Grimmer, *The Secretary of the Interior’s Standards for Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings* (Washington, D.C.: U.S. Department of Interior, National Park Services, Technical Preservation Services, 2017), 2.



opportunities and constraints of any given project. Not every Standard necessarily applies to every aspect of a project, nor is it necessary to comply with every Standard to achieve compliance as a whole.

Following is an analysis of the project's compliance with the Standards for Rehabilitation:

Standard	Discussion
1. A property will be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.	The project complies with Standard 1 as there is no change in use proposed. The front yard will continue to be a landscape feature of the property
2. The historic character of a property will be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property will be avoided.	The project complies with Standard 2 as all of the mature trees in the front yard will be preserved with the exception of the Australia umbrella tree. There is no information indicating it was a historic feature of the front yard. The concrete walkway that was recently removed was purely functional and did not contribute to the Arts and Crafts character of the property as a whole or front yard in particular.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, will not be undertaken.	The project complies with Standard 3. While the proposed landscaping is compatible with the Arts and Crafts character of the property, it does not include any conjectural features or architectural elements from other buildings. See discussion in Standard 9 below.
4. Most properties change over time; those changes that have acquired historic significance in their own right will be retained and preserved.	For a change to acquire significance it must meet National Register criteria and possess integrity. Standard 4 is not applicable as none of the previous changes to the front yard have acquired significance within a historic context like landscape architecture. By 2014, the lawn was removed but the mature trees remained. The lawn was covered with bark and planted with shrubs and ground covers. This relatively recent landscaping was typical of the period.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.	The project complies with Standard 5. The concrete walkway that was recently removed was typical concrete construction from the period. The design was not distinctive and did not contribute to the Arts and Crafts character of the property



<p>6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features will be substantiated by documentary, physical, or pictorial evidence.</p>	<p>Standard 6 is not applicable as the project is limited to landscape improvements that do not involve the replacement of historic features. Although not a character-defining feature, the walkway from the sidewalk to the front porch will be replaced. The new walkway will be scored and match the original in concrete texture and color. The location and size will be similar to the original but will be straight rather than curved for accessibility purposes.</p>
<p>7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials will not be used. The surface cleaning of structures, if appropriate, will be undertaken using the gentlest means possible.</p>	<p>Standard 7 is not applicable as the project is limited to landscape improvements that do not involve an such treatments.</p>
<p>8. Significant archeological resources affected by a project will be protected and preserved. If such resources must be disturbed, mitigation measures will be undertaken.</p>	<p>Standard 8 is not applicable as the project is limited to landscape improvements that do not involve significant ground disturbing activity. Furthermore, the property has not be identified as an archaeological resource.</p>
<p>9. New additions, exterior alterations, or related new construction will not destroy historic materials that characterize the property. The new work will be differentiated from the old and will be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.</p>	<p>The project complies with Standard 9 as the landscape improvements will not destroy any historic materials that characterize the property and the new work will be compatible with the Craftsman style of the house, but distinguishable as new. An Arts and Crafts garden from the period could take many forms. In one of his earliest works on the subject, the architectural historian Robert Winter noted that a garden could be formal or informal and range from English to Japanese.⁴ The landscape architect David C. Streatfield observed the Arts and Crafts garden possessed two fundamental ideals, "first, that the design of both house and garden should take its inspiration from the genius loci (spirit of the place) and from vernacular traditions, and second, that the garden should become an outdoor living room."⁵ The landscape improvements are consistent with these ideals and not unlike gardens created during the period that focused on plants from the region</p>

⁴ Robert Winter, *The California Bungalow* (Los Angeles: Hennessey & Ingalls, Inc., 1980), 68.

⁵ David C. Streatfield, *California Gardens: Creating a New Eden* (New York: Abbeville Press Publishers, 1994), 66.



	<p>as opposed to yards dominated by a lawn. Good examples include El Alisal, the home of Charles Lummis in Highland Park and the Robert garden designed by Kate Sessions in Coronado.</p> <p>The proposed design is principally organized around the existing trees and new circulation that highlights the architecture of the house. The walkway from the sidewalk to the front porch is framed by pilasters and California Buckeye trees to create a view of the house. Centered on the west elevation of the house is a circular fountain and on the west elevation a square gravel area with a planting bed in the center. To create an accessible path of travel for the occupants and guests, the concrete walkway will rise to meet the height of the front porch at a five percent slope. When viewed from the sidewalk, the ramp will not be noticeable. Hardscape materials including concrete, decomposed granite, gravel, arroyo stone, and boulders are compatible with the house and found in Arts and Crafts gardens. The plant palette consists of native and drought tolerant species. Ground covers and low shrubs will form meadows, which are common in Arts and Crafts gardens and will eventually minimize the appearance of the paths from the sidewalk.</p> <p>The new landscaping will not diminish the integrity of the property as the existing landscaping had evolved over time, the mature trees will be incorporated into the plan, and the front yard will still be open.</p>
<p>10. New additions and adjacent or related new construction will be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.</p>	<p>The project complies with Standard 10 as the landscape improvements could be removed in the future without impacting the essential form and integrity of the historic property.</p>

Recommendations

Based upon our investigation of the subject property and historic district as well as available information, GPA recommended modifications to the proposed landscape plan. The recommendation was minimizing the use of concrete paving, while still achieving the accessibility



goals of the project. This was achieved by reducing the width of the path along the south elevation and changing the material from concrete to decomposed granite.

Conclusions

GPA finds that the project is consistent with the Standards and guidelines required for the approval of a Certificate of Appropriateness, although that decision rests with the Cultural Heritage Commission. We would welcome the opportunity to provide our professional opinion at meetings or public hearings on the matter. Thank you for your consideration of this memorandum. I am happy to answer any questions you may have. You can reach me at (310) 792-2690 or by e-mail at teresa@gpaconsulting-us.com.

Attachments

1. DPR 523 A and B forms
2. City Council Resolution #6471
3. Grimes and Howell-Ardila correspondence
4. "Ramona Ave. As I Knew It"
5. Selected Photographs

State of California - The Resources Agency
 DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD

Primary # _____
 HRI # _____
 Trinomial _____
 NRHP Status Code 3 D, 3 S
 Other Listings Local inventory, NR Eligibility Request
 Review Code _____ Reviewer _____ Date _____

Page 42 of 54

Resource Name or #: Ramona Avenue Historic District - 1534 Ramona Avenue

- P1. Other Identifier: _____
 P2. Location: Not for Publication Unrestricted a. County Los Angeles
 b. USGS 7.5' Quad Los Angeles, CA Date: 1966, rev. 1981, 1994
 c. Address 1534 Ramona Avenue City South Pasadena Zip 91030
 d. UTM: Zone _____ mE/ _____ mN
 e. Other Locational Data: (e.g., parcel #, etc.)
 Parcel No. 5319-24-34. Legal description: Portion of Lot 6 and all of Lot 7, North Oneonta Tract

P3a. Description: (Design, materials, condition, alterations, size, setting, boundaries)
 This 2-story California Craftsman house is the most elaborate Craftsman design on the street. Situated on a considerably larger lot than the other houses, the house's main gable faces south, and two attached shed roofs are on the west, one sheltering a second story porch and the other covering a first story wing of the house. These roofs exhibit prominent rafters, posts and beams. A pergola supported by massive stucco piers with corbeled capitals runs along the south wall, sheltering the entry and ending in a glazed porch. The porch windows and casement windows on the first floor have an unusual asymmetrical muntin pattern; the windows are paired mirror-fashion to make an overall symmetrical pattern reminiscent of the cloud-lift design, a Japanese form (See Continuation Sheet)

P3b. Resource Attributes: (List attributes and codes) 2-single family property

P4. Resources Present: Building Structure Object Site District Element of District Other



P5b. Description of Photo
southwest view
January 1996

P6. Date Constructed: Age and Sources:
 Historic Prehistoric Both
1913. BP#1253, 4/1/13.

P7. Owner and Address:
W. Allan & Mary L. Edmiston
1534 Ramona Avenue
South Pasadena, CA 91030

P8. Recorded by
Ann Scheid
500 S. Arroyo Blvd.
Pasadena, CA 91105

P9. Date recorded: January 1996

P10. Survey Type:
Intensive: Holy Family Church Project EIR

P11. Report Citation:
Leslie Heumann, City of South Pasadena Inventory, 1994. San Buenaventura Research Associates, Fremont Avenue Historic District Request for NR Eligibility, 1988.

Attachments: None Location Map Continuation Sheet Building, Structure, Object Record
 Archaeological Record District Record Linear Feature Record Milling Station Record Rock Art Record
 Artifact Record Photograph Record Other (List): District Map

Page 43 of 54

Resource Name or # 1534 Ramona Avenue

Recorded by Ann Scheid

Date January 1996 Continuation Update

P3a. Description (continued)

favored by the Greene brothers in their designs. Siding is horizontal overlap. A brick chimney which has been at least partially rebuilt is on the north wall. A curved concrete path leads from Ramona Avenue to the west end of the pergola. The expansive front lawn is accented by two palm trees; a three-trunked palm and a bird-of-paradise plant fill in the acute angle of the corner at Oak and Ramona. A large Chinese elm shades the south side of the house.

No it's not!
Shingles, on west elev
↓
It's not overlap
really
more like irregularly
sized shingles.

Page 44 of 54 Resource Name or #: Ramona Avenue Historic District - 1534 Ramona Avenue

B1. Historic Name Garrigues House

B2. Common Name 1534 Ramona Avenue

B3. Original Use residential B4. Present Use residential

B5. Architectural Style California Craftsman

B6. Construction History:
BP# 1253, April 1, 1913, owner J. Garrigues, contractor G. L. Stimson, \$10,000. Extant architectural drawings signed by G. Lawrence Stimson.

Moved? No Yes Unknown Original Location _____

B8. Related Features
Palm trees in front lawn. Communal garage on Lot 2, North Oneonta Tract.

B9a. Architect: G. Lawrence Stimson b. Builder: G. Lawrence Stimson

B10. Significance: Theme California Bungalow Area South Pasadena

Period of Significance 1907-1925 Property Type residential Applicable Criteria A, C

The most outstanding house on the street from an architectural point of view, this house also has the distinction of having been built for John Garrigues, a leading member of the ULT, who was also treasurer of the Sun Oil Co. Unusual architectural features are the full-length open porch in the second story, the especially heavy rafter tails and beams, the cloud-lift design in the casement windows and the porch railing. A large glazed second story sleeping porch is at the rear. The house is clearly extraordinary, both for the neighborhood and in the city. Its close resemblance to the work of Greene and Greene is probably due either to the wishes of Garrigues or to Stimson's familiarity with their work. By the time the house was built, most of the major works by Greene and Greene had been built, including the Gamble House, where the cloud-lift motif is frequent. The Garrigues lived here at least through the mid-1940s, in the mid-1920s the Clough family moved into 1534, where they also lived through the 1940s. As theosophists, the Cloughs and Garrigues practiced communal living. The house appears to be eligible for the National Register of Historic Places and for local landmark status, both individually and as a contributor to the Ramona Avenue Historic District.

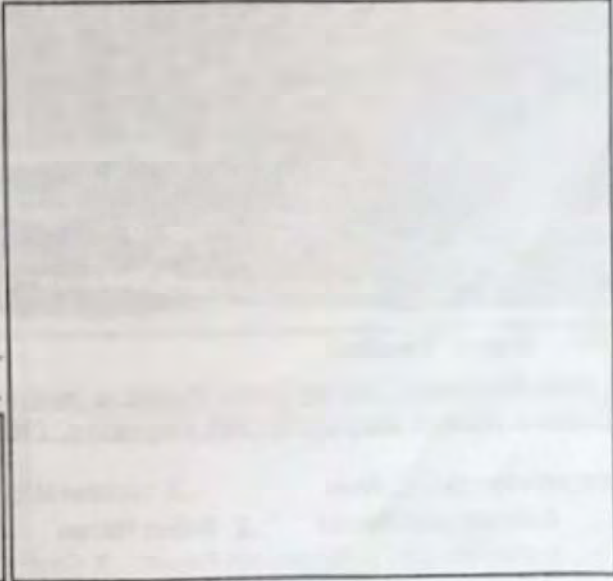
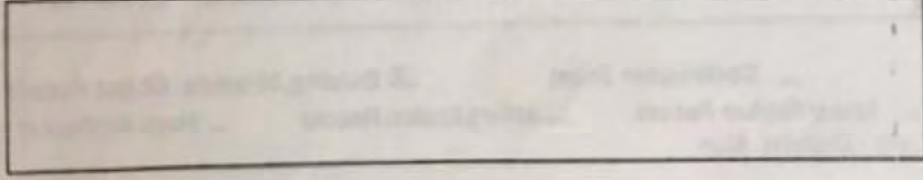
B11. Additional Resource Attributes _____

B12. References
South Pasadena Building Permits.
South Pasadena City Directories.
Interview with Jean Clough, January 22, 1996.
Interview with Richard Russell Law, January 11, 1996.

B13. Remarks _____

B14. Evaluator Ann Scheid

Date of Evaluation January 1996



RESOLUTION 6471**RESOLUTION OF THE SOUTH PASADENA CITY COUNCIL
APPROVING THE DESIGNATION OF PROPERTIES ON THE
1500 BLOCK OF RAMONA AVENUE AND 1222 OAK STREET
AS A LOCAL CULTURAL HERITAGE HISTORIC DISTRICT**

WHEREAS, Section 2.73a-14 of the South Pasadena Municipal Code, Ordinance 2004, commonly known as the Cultural Heritage Ordinance ("Ordinance") authorizes the Cultural Heritage Commission ("Commission") to recommend to the City Council the designation of appropriate sites as historic districts; and

WHEREAS, the Commission duly received a nomination form pursuant to designation of a district including all parcels on both sides of Ramona Avenue between Rollin and Oak Streets (inclusive of the following addresses: 1501, 1505, 1509, 1511, 1519, 1521, 1522, 1524, 1525, 1528, 1529, 1531, 1532, 1534, 1535, 1537, 1541 and 1545 Ramona Avenue) plus 1222 Oak Street and properties owned by Holy Family Catholic Church; and

WHEREAS, the Commission has complied with the pertinent and applicable provisions of Subsection (A)(3) ["Designation Procedure"] of the Ordinance; and

WHEREAS, the area qualifies as a district under the following applicable Designation Criteria codified under Section 2.73A-14, A2 of the Ordinance;

- (a) *Its character interest or value as a part of the heritage of the community.* The district is a prime example of a Southern California neighborhood of California bungalows from the early part of the twentieth century. The majority of houses were built between 1907 and 1915, the height of the period of California Craftsman Architecture. That architectural movement presented an innovation in American architecture, establishing both a new style, with its creative use of wood, and new housing type, the bungalow.

File # 1281.3

RESOLUTION 6471
PAGE 2

- (b) *Its identification with people and groups who significantly contributed to the culture and development of the City, State of California or the U.S.* Several of the homes were built for the United Lodge of Theosophists. Leaders of the group included Robert Crosbie (1537 Ramona Avenue), LA Times writer; John Garrigues (1534 Ramona Avenue), Treasurer of Sun Oil; advertising executive H. Wescott Clough and his wife, Grace (1532 Ramona Avenue); and William R. Law (1541 Ramona Avenue), an attorney.
- (c) *Its exemplification of a particular architectural style of an era of history of the City* [See information above, under (a)].
- (d) *Its identification as the work of a person whose work influenced the heritage of the City, the State of California or the U.S.* Twelve residences in district were early and significant work of G. Lawrence. Stimson. Although never a certified architect, Stimson is noted for his excellent design sense and technical innovation (including electrically controlled central heating). Buildings he designed that have been determined National Register eligible include the Wrigley mansion on Orange Grove and ten houses on Oaklawn in South Pasadena. In this prospect district, Stimson built all Ramona Avenue houses south of number 1524.
- (e) *Its embodiment of elements of outstanding attention to architectural design, engineering, detail, materials or craftsmanship. See above statement under Section (d).*

\\

\\

\\

RESOLUTION 6471
PAGE 3

- (f) *Its significance as a neighborhood or area whose components may lack individual distinction.* This block of Ramona Avenue represents a significant and distinguishable entity in the context of the area and of the City of South Pasadena. Its human scale, attractive historic streetscape, and overall integrity reflects a well-kept neighborhood that has “aged in place” virtually unchanged for over fifty years.
- (g) *More than 50% plus one of all affected owners of parcels within the proposed district have consented in writing to the designation.*

WHEREAS, no opposition has been forthcoming regarding any properties; and

WHEREAS, no testimony, evidence or documentation refuting historic significance (based on Cultural Heritage Ordinance criteria) has been introduced at any point in the Commission review process regarding any structure in the proposed district; and

WHEREAS, the Commission unanimously voted to recommend designation based on the application materials, on-site inspections, public testimony, and based on documentation submitted by the applicants, by Commission members and by an architectural historian hired to research the proposed district; and

WHEREAS, a Memorandum of Understanding (MOU) has been executed by the Holy Family Catholic Church and the Ramona Avenue Neighbors regarding the proposed Ramona Avenue Historic District. Within the MOU, is the understanding that the Church would not oppose the District creation as long as the Church-owned properties were excluded from the original Cultural Heritage Commission recommendation.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of South Pasadena determines as follows:

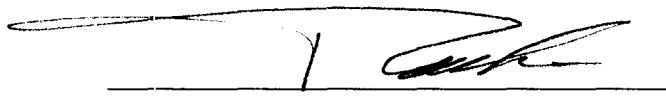
RESOLUTION 6471
PAGE 4

SECTION I. No testimony, evidence or documentation refuting historic significance (based on Cultural Heritage Ordinance criteria) has been introduced at any point in the City Council's review process regarding any structure in the proposed district.

SECTION II. The City Council makes the above findings to support the designation based on the application materials, on-site inspections, public testimony, and based on documentation submitted by the applicants, by Commission members and by an architectural historian hired to research the proposed district, as part of the environmental analysis for the Vision Project.


SECTION III. The City Council hereby approves of the above-described properties as the Ramona Avenue Historic District, as shown on Exhibit "A" attached.

PASSED, APPROVED and ADOPTED this 15th day of May, 1997.



PAUL W. S. ZEE, MAYOR

ATTEST:



JEANNINE A. GREGORY,
CITY CLERK

I HEREBY CERTIFY that the foregoing Resolution was adopted by the City Council of the City of South Pasadena at a special meeting held on 15th day of May, 1997.

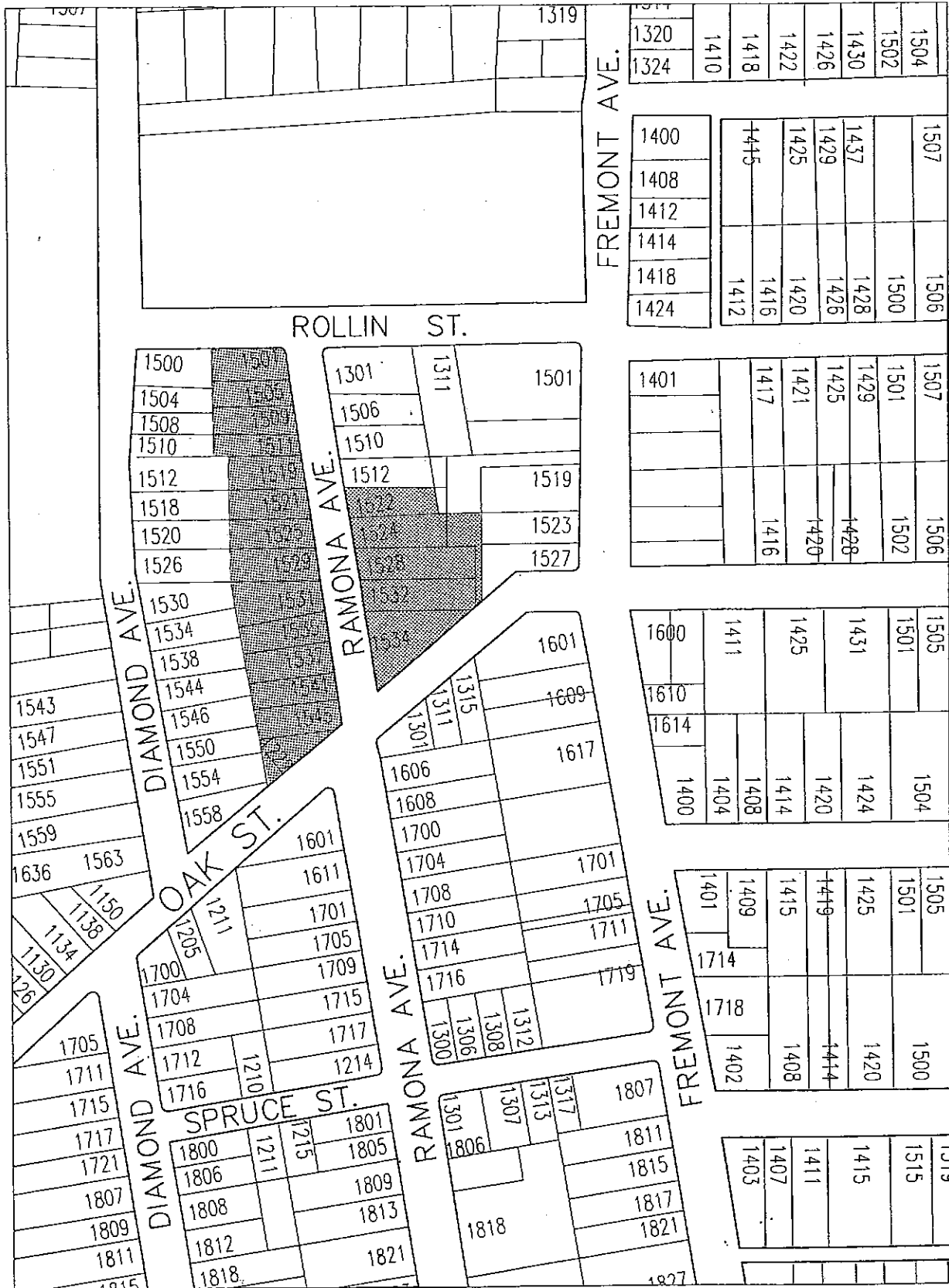
AYES: Saeta, Knapp, Cohen, Emory and Mayor Zee
NOES: None
ABSENT: None



JEANNINE A. GREGORY,
CITY CLERK

Exhibit A

Ramona Avenue Historic District



RE: [EXT] 1534 Ramona Avenue

Deborah Howell-Ardila <dhardila@rinconconsultants.com>

Thu 7/30/2020 4:56 PM

To: Teresa Grimes <teresa@gpaconsulting-us.com>

Cc: Jaime Garza <jaime@designcollaborate.com>

You're very welcome – sorry I can't be of more assistance.

-Debi

From: Teresa Grimes <teresa@gpaconsulting-us.com>

Sent: Thursday, July 30, 2020 4:51 PM

To: Deborah Howell-Ardila <dhardila@rinconconsultants.com>

Cc: Jaime Garza <jaime@designcollaborate.com>

Subject: Re: [EXT] 1534 Ramona Avenue

CAUTION: This email originated from outside of Rincon Consultants. Be cautious before clicking on any links, or opening any attachments, unless you are confident that the content is safe.

Debi:

Thanks for the quick response.

Best,

TERESA GRIMES

Principal Architectural Historian | teresa@gpaconsulting-us.com

617 S. Olive Street, Suite 910

Los Angeles, CA 90014

(310) 792-2690

www.gpaconsulting-us.com

El Segundo • Los Angeles

Sacramento • San Luis Obispo

From: Deborah Howell-Ardila <dhardila@rinconconsultants.com>

Sent: Thursday, July 30, 2020 4:37 PM

To: Teresa Grimes <teresa@gpaconsulting-us.com>

Cc: Jaime Garza <jaime@designcollaborate.com>

Subject: RE: [EXT] 1534 Ramona Avenue

Hello Teresa,

Many thanks for your email. I'm very glad to hear that you have been retained to assist with this project.

Unfortunately, the nomination is not ready for review, and we have not progressed very far with it quite yet. I'm sorry I can't assist in more detail at this time, but I wish you all the best with this project.

-Debi

Debi Howell-Ardila, MHP, Senior Architectural Historian

Rincon Consultants, Inc.
Environmental Scientists | Planners | Engineers
dhardila@rinconconsultants.com
[626-524-1917](tel:626-524-1917), cell
[626-360-4541](tel:626-360-4541), office
rinconconsultants.com



Ranked 2019 "Hot Firm" and "Best Firm to Work For" by Zweig Group

 Please consider the environment before printing this email.

From: Teresa Grimes <teresa@gpaconsulng-us.com>
Sent: Thursday, July 30, 2020 4:32 PM
To: Deborah Howell-Ardila <dhardila@rinconconsultants.com>
Cc: Jaime Garza <jaime@designcollaborate.com>
Subject: [EXT] 1534 Ramona Avenue

CAUTION: This email originated from outside of Rincon Consultants. Be cautious before clicking on any links, or opening any attachments, unless you are confident that the content is safe.

Debi:

Good afternoon. I hope all is well with you and your family. I've been retained by Holy Family to assist them with the landscape plan for the property at 1534 Ramona Avenue. I'm sure you are aware of the matter. I participated in a conference call with City staff this morning and asked them for documentation on the designation of the local historic district. It is my understanding you are preparing a National Register nomination. I was wondering if you would be willing to share your information. Do you have a draft available? It is unclear if it has been submitted to OHP yet or not? My fundamental question is whether a period of significance has been established for the historic district, which will influence my analysis of the character-defining features of the property. It would be wonderful if we could arrange a meeting to speak? Are you available sometime tomorrow or Monday afternoon?

Regards,

TERESA GRIMES

Principal Architectural Historian | teresa@gpaconsulng-us.com

617 S. Olive Street, Suite 910

Los Angeles, CA 90014

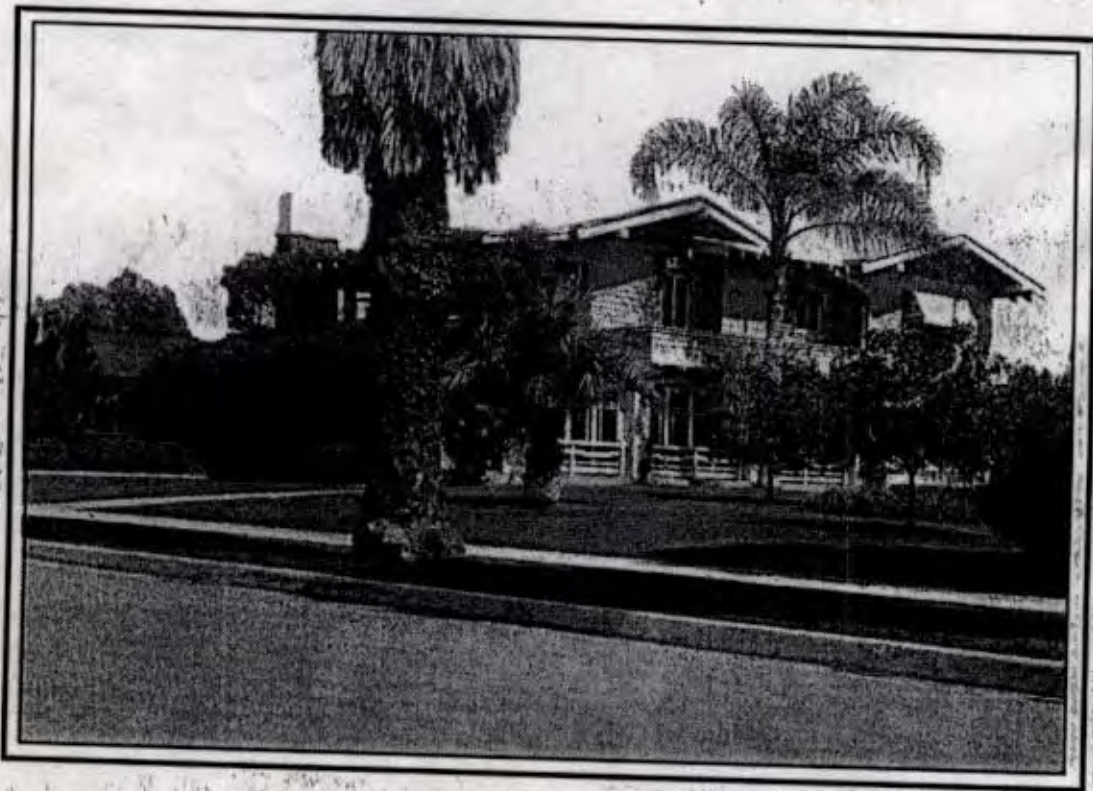
(310) 792-2690

www.gpaconsulng-us.com

El Segundo • Los Angeles

Sacramento • San Luis Obispo

THE GARRIGUES' HOUSE



The Garrigues house, built in 1913 at 1534 Ramona Ave., is a classic example of California Craftsman architecture. This photograph was taken in around the 1920's.

THE STORY OF THE RAMONA AVE. GARRIGUES HOUSE

South Pasadena was incorporated in March of 1888, and as people headed to California, public transportation stimulated tremendous growth in the early 1900's. The City's population in 1903 was 600, and by 1912 it had jumped to 6000 inhabitants. Tracts of land were laid out, and some investors and developers, influenced by the rise of the California Craftsman movement, built quality homes that reflect the California environment. These homes were built of wood, with wide porches, shingle or board sidings, large roof beams with wide overhangs, chimneys of brick or stone, outdoor sleeping porches, and expansive front yards. The Craftsman movement sought to express with architecture and design the principles of healthful living, democracy in housing, and an appreciation of nature and outdoor living.

Ramona Ave., named after the Helen Hunt novel "Ramona", was laid out in 1906 between Fremont and Diamond Aves. in an area known as the Newtonia Place Tract. George Woodbury Stimson was the principal investor in this tract, and his son George Lawrence Stimson, an associate of the well known architects, the Green brothers of Pasadena, established his own business as an architect and builder on this tract. George Lawrence Stimson designed and built many of the houses on both sides of Ramona Ave. from 1524 Ramona south to Oak St.

Many of the families who built homes or moved into existing Stimson homes on the street were business and professional people. Attorney William Russell Law, his wife Mabel and their three children Jean, Richard and Roberta, were the first family to live on the street at 1532 Ramona Ave. Harry Westcott Clough, an advertising executive and his wife Grace, a teacher, came from Massachusetts and built their home at 1532 Ramona, and in 1917 their son Gordon was born in that house.

Sun Oil Company executive John Garrigues, who with his wife Jean, an artist, and their son John Jr. came from the Midwest, and in 1913 began the process of building a \$10,000 home designed and built for them by architect Stimson on the northeast corner of Oak St. and Ramona Ave. The 2-story white-shingled house was built with a windowed porch on the south side leading to the front door that was inset with the Tiffany glass panels. The first floor rooms featured mahogany and oak-paneled walls, and the main stairway to the second floor had a Tiffany glass skylight in the roof above. A bannister made of a thick twisted silk rope was attached along the wall with brass rings. The paneled dining room featured a carved alabaster ceiling light fixture, and walls that were originally covered with silver-colored tapestry. One of the upstairs bedrooms had a wall covering of blue silk fabric. The house was built with several outdoor sleeping porches, a feature of the California Craftsman architecture. A vacuum-cleaning system was installed throughout the house, and a round aluminum electric dishwasher was installed in the kitchen. Mr. Garrigues built a driveway to a 4-car garage and underground gasoline tank on the adjacent Oak St. lot to provide parking for residents of 1534, 1532 and 1528 Ramona Ave. Several orange trees, part of an earlier grove, grew on the front and side lawns at 1534.

Before moving to Ramona Ave. the Garrigues met Theosophist Robert Crosbie, who had been associated with William Q. Judge, a leading early American Theosophist in Boston. Theosophy was founded on the knowledge and wisdom of the Sages of the past and the study of Indian and Eastern writings of the occult. It advocates international brotherhood and humanitarianism, and offers a non-dogmatic approach to the understanding of the nature of life. Neighbors Garrigues and Clough attended meetings held with Mr. Crosbie in Los Angeles and Pasadena. Earlier, Crosbie had been staying at the Theosophical Center in Point

Loma, California before moving to South Pasadena. At Point Loma he had seen members become distracted from the true philosophy by their own personal ambition. In 1910 Robert Crosbie, the Garrigues and the Cloughs formed the United Lodge of Theosophists (ULT), to focus on the teachings rather than on personalities. John Garrigues provided a home for Robert Crosbie at 1537 Ramona Ave.

To enable the financing of the construction in 1925 of the ULT Lodge building in Los Angeles, the Clough family moved into the larger Garrigues house, and in 1926 Theosophists Louis and Maybell Coffey bought the Clough's house. The spacious Garrigues home enabled Adelene Lyon to live there after her husband's death. Subsequently the Law, Lyon, Church and Lischner families became active in ULT, as did Mrs. Thomas Ince, widow of the early Hollywood movie producer and "Father of the American Western", who lived across the street at 1301 Oak St. Following the deaths of John Garrigues and Westcott Clough, Grace Clough continued the work they had begun. ULT is now a world-wide organization with its own publishing company formed to publish Theosophical Literature.



View looking north on Ramona Ave. from Oak St. Note the Oak tree growing in the street, and the old 2-story High School in the background. Photo taken around 1917.

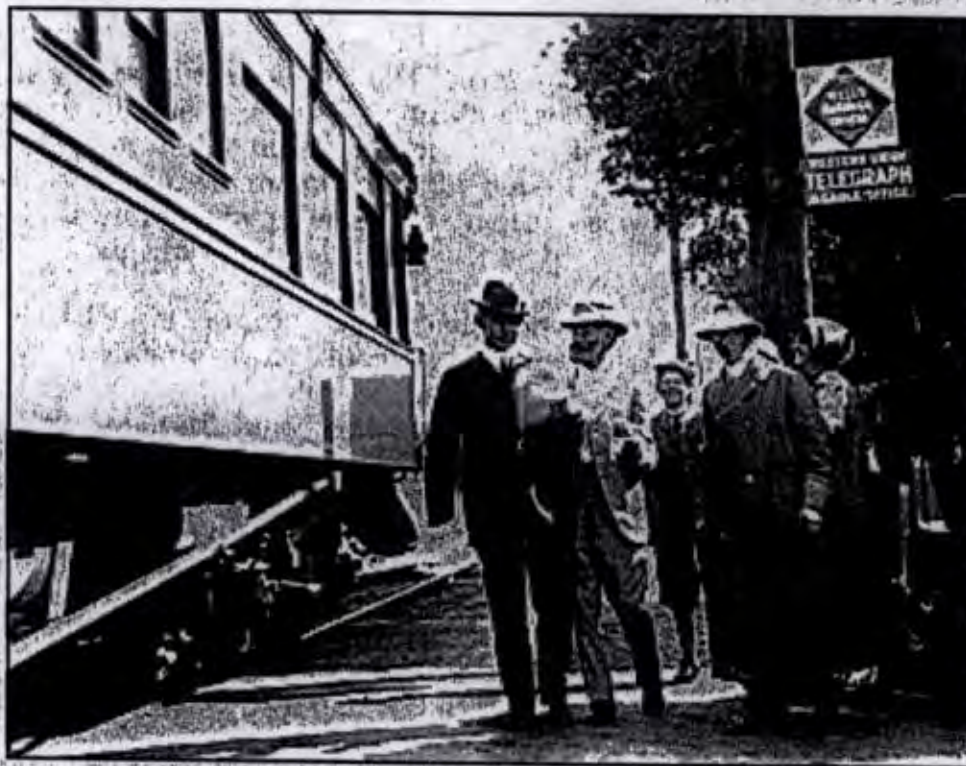
John Garrigues, Harry Westcott Clough and Robert Crosbie in front of Mr. Crosbie's home. Photo taken around 1917.



THE RAMONA AVE. PEOPLE



The Clough home at 1532 Ramona Ave.
Photo taken around 1917.



John Garrigues, Robert Crosbie, John Garrigues Jr.,
H. Westcott Clough and Grace Clough at the Pasadena Train Station.
Photo taken around 1920.

Jean Clough
January 21, 2001

RAMONA AVE. AS I KNEW IT

In 1945 I married Gordon Clough, and moved into 1534 Ramona Ave. At the time, this was home to a group of people who were students of Theosophy.

As I understand the background, the Cloughs and Garrigues, they were neighbors, living side by side at 1532 and 1534 Ramona Ave. Both families had suffered the loss of a child, and were looking for answers to help them cope their loss. I understand also that the Law family had lost a child. Robert Crosbie lived close by, and they all shared their concerns. Mr. Crosbie was a follower of Theosophy, a form of religion based on the teachings of Madame Blavatsky. It was she who wrote *The Secret Doctrine* and *Isis Unveiled*, as well as many other writings concerning eastern religions.

As their interest deepened, they formed the United Lodge of Theosophists (ULT), and built a ULT building at 33rd and Grand Ave. in Los Angeles. The Cloughs moved into the Garrigues' very large home at 1534 Ramona, and they joined in the effort to carry on Madame Blavatsky's teaching. The Lischner family were also interested in the teachings.

John Garrigues (who had one arm) was a financial genius, and at one time was able to recover the financial stability of one of LA's largest petroleum companies. Jean, his wife, had studied art at the Chicago Art Institute, and spent many hours working on mountain landscapes in pastels. The Clough's had come to South Pasadena from Massachusetts, where Mrs. Clough had taught Greek and Latin. Westcott Clough was in the advertising field, and also worked as an editor.

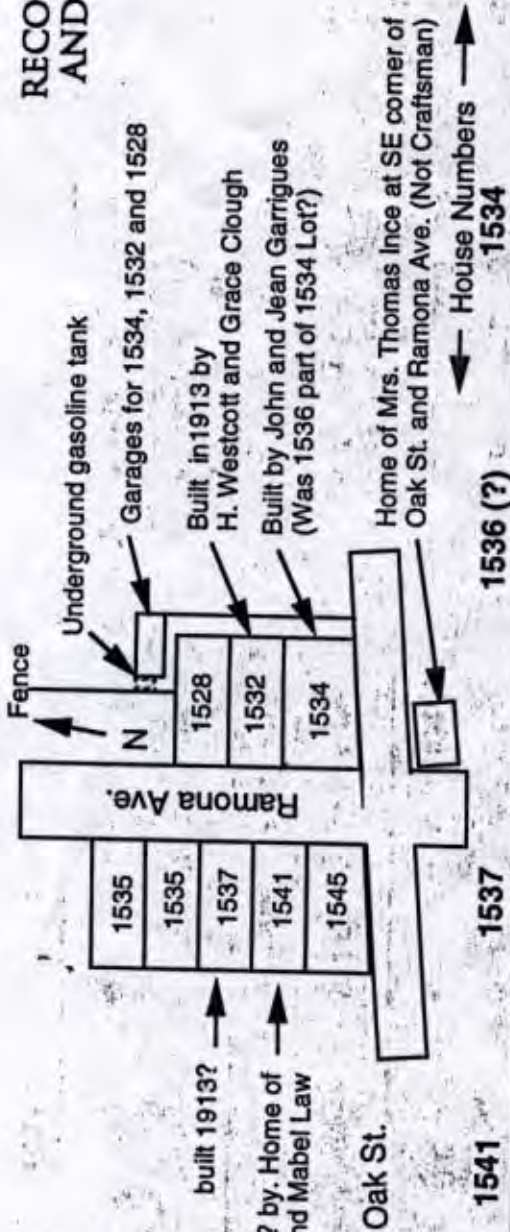
The Garrigue's house was designed by Charles Stimson, and has large bedroom suites, sleeping porches, and beautiful craftsman style woods and lighting fixtures. A gas-heated clothes dryer was located in the basement. When I arrived, housekeeper Mabel Jackson and I shared the pleasure of maintaining the house. Henry Geiger, a Theosophist from New York also lived there in order to work more closely with Mrs. Clough to keep the activities at the Lodge in order.

The Garrigues, Cloughs and Mr. Crosbie collaborated in supporting ULT, which has Lodges all over the world. Mrs. Clough has written books on Theosophy, and was one of the editors of the ULT periodicals. Theosophy Company continues to publish books, and the Los Angeles Lodge still holds classes and lectures at their site in LA.

I lived in the house until 1957, raised 3 children there (one of whom died in the house), and my son was born there. I divorced my husband in 1957, and lost track of the people who were there. I have several photographs of the street in the very early days.

Jean Weed Clough
January 21, 2001

RECORDS FROM 1920 U.S. CENSUS
AND EARLY SO. PASADENA CITY
DIRECTORIES



Years Noted in
So. Pasadena
City Directories

1541 1537 1536 (?) 1534 1532 1528

1913	William and Mabel C. Law	Robert Crosbie	John and Jeanne Garrigues	Building permit issued to John and Jeanne Garrigues	H. Westcott and Grace E. Clough	1528
1914-1915	William and Mabel C. Law	Robert Crosbie	John and Jeanne Garrigues		H. Westcott and Grace E. Clough	
1917	William and Mabel C. Law	Robert Crosbie	John and Jeanne Garrigues		H. Westcott and Grace E. Clough	
1926	William and Mabel C. Law	John and Adelene Lyon and/or Fred B. Church family?	John and Jeanne Garrigues	John and Jeanne Garrigues, H. Westcott and Grace E. Clough, Gordon H. Clough	Louis and Maybell Coffey	
1928	William and Mabel C. Law	John and Adelene Lyon and/or Fred B. Church family?	John and Jeanne Garrigues	John and Jeanne Garrigues, H. Westcott and Grace E. Clough, Gordon H. Clough	Louis and Maybell Coffey	
1932	William and Mabel C. Law	John and Adelene Lyon and/or Fred B. Church family?	John and Jeanne Garrigues	John and Jeanne Garrigues, H. Westcott and Grace E. Clough, Gordon H. Clough	Louis and Maybell Coffey	
1935	William and Mabel C. Law	John and Adelene Lyon and/or Fred B. Church family?	John and Jeanne Garrigues	John and Jeanne Garrigues, H. Westcott and Grace E. Clough, Gordon H. Clough	Louis and Maybell Coffey	

744

Selected Photographs



Figure 1: The Ernest Batchelder House is located at 626 S. Arroyo Boulevard in Pasadena. Approximately seven years ago the owner, Robert Winter, replaced the lawn in his front yard with native plants.



Figure 2: The walkway from the sidewalk to the front entrance is a character-defining feature because it is made of tile designed by the original owner, Ernest Batchelder. Note the decomposed granite path that bisects the yard creating a short cut from the driveway, out of frame on the left.



Figure 3: The Cordelia A. Culbertson House is located at 1188 Hillcrest Avenue in Pasadena. The walkway is a character-defining feature because it transcends its function. The walkway is concrete, a common material, but features different shapes and a band of tiles that draw visitors to the front door.



Figure 4: The Dr. W.T. Bolton House is located at 370 W. Del Mar Avenue in Pasadena. The walkway is a character-defining feature because it is essentially an extension of the front entrance porch in design and materials.

ATTACHMENT 2
Landscape Plans &
Photographs

EPTDESIGN

August 11, 2020

Shannon Porter
Director of School Advancement
Holy Family Church
South Pasadena, CA

Re: 1534 Ramona Ave, South Pasadena – Front Yard Landscape

In 2019 the Holy Family engaged our firm, EPTDESIGN to design a new front yard landscape fitting for the Arts and Craft style of the home at this property. As described by The Cultural Landscape Foundation on their web site tclf.org,

“This [Arts and Crafts] style of landscape design evolved in England in the late nineteenth century as a reaction against industrial mass production. In America, it found regional expression in both architecture and landscape architecture, with a strong emphasis on detail and high-quality hand-craftsmanship. Designers sought honesty of form and materials in an effort to achieve a consistent, unified, and harmonious whole that evoked the spirit of the place. Plantings often included informal meadows and lawns with “old-fashioned” trees, shrubs and curvilinear perennial borders (often with an emphasis on native plants), while garden furnishings and details (such as gates, walls and fences and benches) might include unique combinations of hand-forged wrought iron, well-designed rustic carpentry, ceramic tiles, and clinker brick. In Great Britain, this garden style is identified with the work and writings of Gertrude Jekyll and William Robinson and known colloquially here as either Cottage Gardens or Grandmothers’ Gardens.”

With this precedent in mind our landscape design draws on the native plants of our region in the planted fashion of Gertrude Jekyll and the Cottage Garden style. It also pulls into the garden, furnishings of seating and a tranquil fountain beneath the magnificent existing, and historic Chinese elm. We further drew from the local Arts and Crafts materials by incorporating local Arroyo granite boulders, wrought iron and aged concrete consistent with the existing concrete seen at this home. Also at the request of the owners, as this is the home of the parish priest(s) who are often elderly, we have designed an elegant and fitting Arts and Crafts style ramp to allow access to the home for those less able.

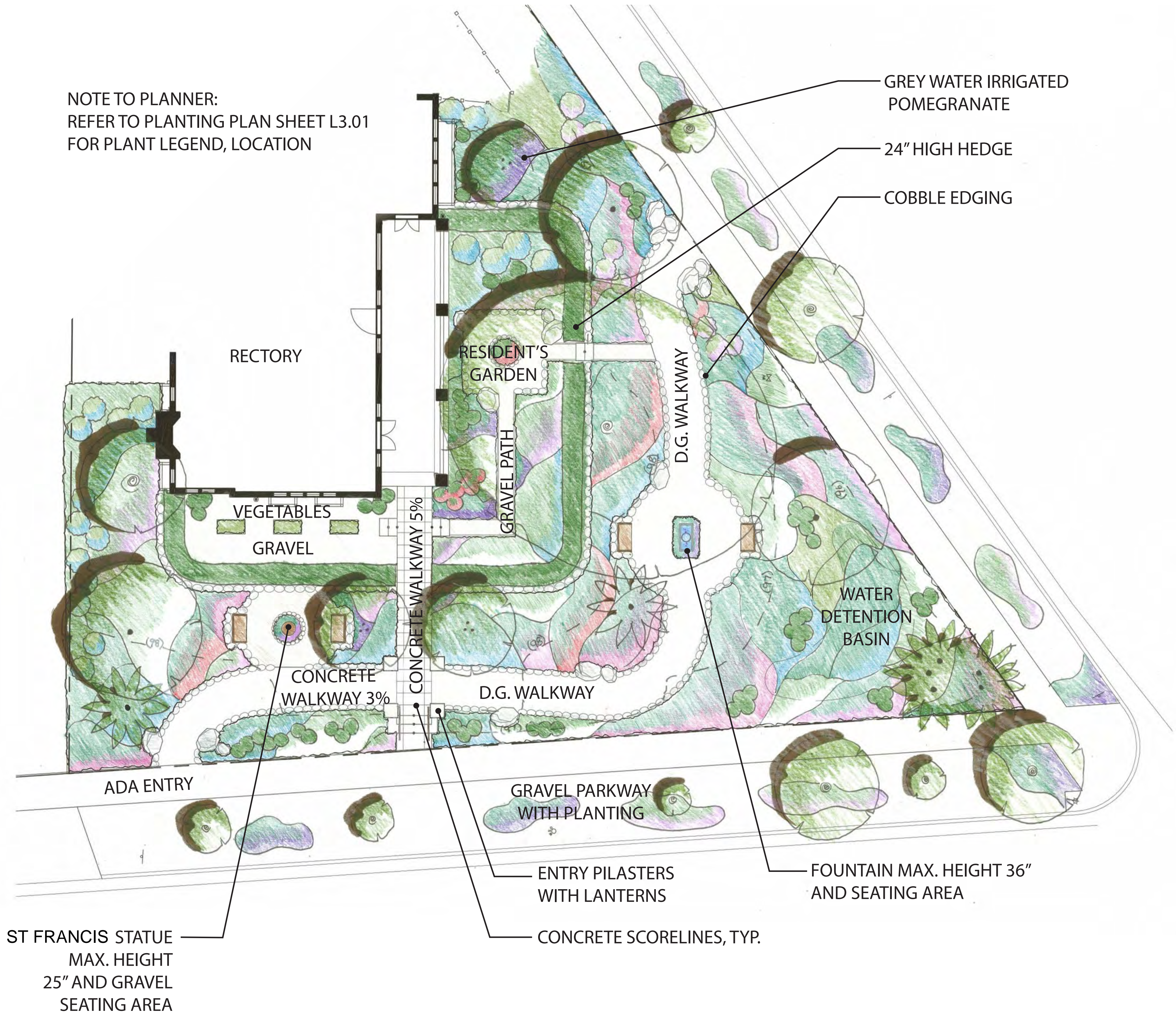
We are very proud of our design and feel these enhancements will add to the Arts and Crafts home on this property and to the community at large.

Sincerely,



Ross Woodley
California Licensed Landscape Architect 6248

NOTE TO PLANNER:
REFER TO PLANTING PLAN SHEET L3.01
FOR PLANT LEGEND, LOCATION



GREY WATER IRRIGATED
POMEGRANATE

24" HIGH HEDGE

COBBLE EDGING

RECTORY

RESIDENT'S
GARDEN

D.G. WALKWAY

VEGETABLES
GRAVEL

GRAVEL PATH

WATER
DETENTION
BASIN

CONCRETE
WALKWAY 3%

D.G. WALKWAY

CONCRETE WALKWAY 5%

ADA ENTRY

GRAVEL PARKWAY
WITH PLANTING

FOUNTAIN MAX. HEIGHT 36"
AND SEATING AREA

ENTRY PILASTERS
WITH LANTERNS

CONCRETE SCORELINES, TYP.

ST FRANCIS STATUE
MAX. HEIGHT
25" AND GRAVEL
SEATING AREA

Holy Family Rectory Front Yard Concept Plan

September 4, 2020



EPTDESIGN

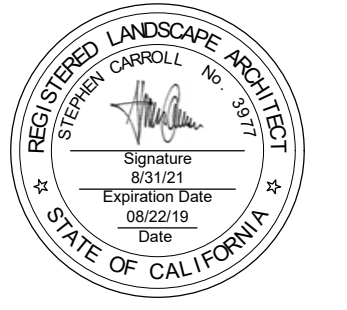
Holy Family Rectory

1534 Ramona Avenue,
South Pasadena, California

Client
Holy Family Church

EPTDESIGN
landscape architecture | urban design | planning

401 Glenmore Street, First Floor, Laguna Beach, CA 92651
949.502.4500
844 East Green Street, Suite 201, Pasadena, CA 91101
www.eptdesign.com



Revisions	By	Date
BID SET	RW	08.22.19
DELTA 1	RW	10.18.19
DELTA 2	RW	07.01.20
DELTA 3	RW	07.22.20

Job Number E19-031
Design Staff RW
Project Manager AP
Principal SC

Construction Plan

L1.01

Plan Check Number: 00000000-PARK
These drawings are instruments of service. EPTDESIGN shall retain all copyrights, statutory and common law right with regard to these drawings and the designs contained therein in all formats, including printed and digitized. These drawings are not to be altered in any way, nor assigned to a third party without first obtaining written permission and consent from EPTDESIGN.

Plan Control: Construction Docs.

NOTE TO PLANNER
PERCENT OF HARDSCAPE IN FRONT YARD: 20%

REFERENCE LEGEND	
①	EXISTING WOOD FENCE - PROTECT IN PLACE
②	EXISTING GATE - PROTECT IN PLACE
③	EXISTING PORCH - PROTECT IN PLACE
CL	CENTER LINE
PA	PLANTING AREA
TYP.	TYPICAL
F.O.B.	FACE OF BUILDING

PAVING LEGEND		
ITEM	DESCRIPTION	DETAIL
P-1	CONCRETE PATH WITH COBBLE EDGE & BOULDER PLACEMENT	DETAIL B SHEET L1.51
P-2	CONCRETE RAMP	DETAIL H SHEET L1.51
P-3	CONCRETE ENTRY STAIR & HANDRAIL	DETAIL C SHEET L1.51
P-4	EXISTING STEP STONES - 8" JOINS	DETAIL G SHEET L1.51
P-5	GRAVEL PER SOFTSCAPE CONTRACTOR	-
P-6	CONCRETE STEPS AT RAMP	DETAIL J SHEET L1.51
P-7	DECOMPOSED GRANITE PER SOFTSCAPE CONTRACTOR	-
P-8	CONCRETE STEPS	DETAIL SHEET K1.51
P-9	HAND TOOLED SCORE JOIN	DETAIL SHEET L1.51

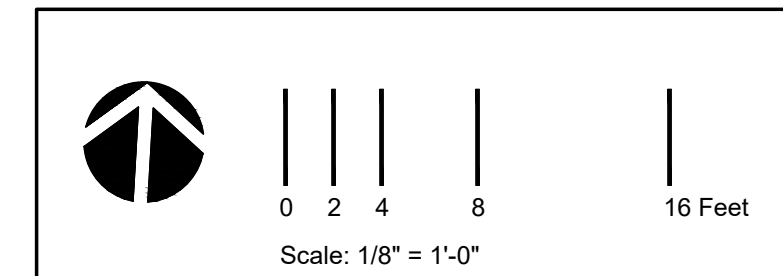
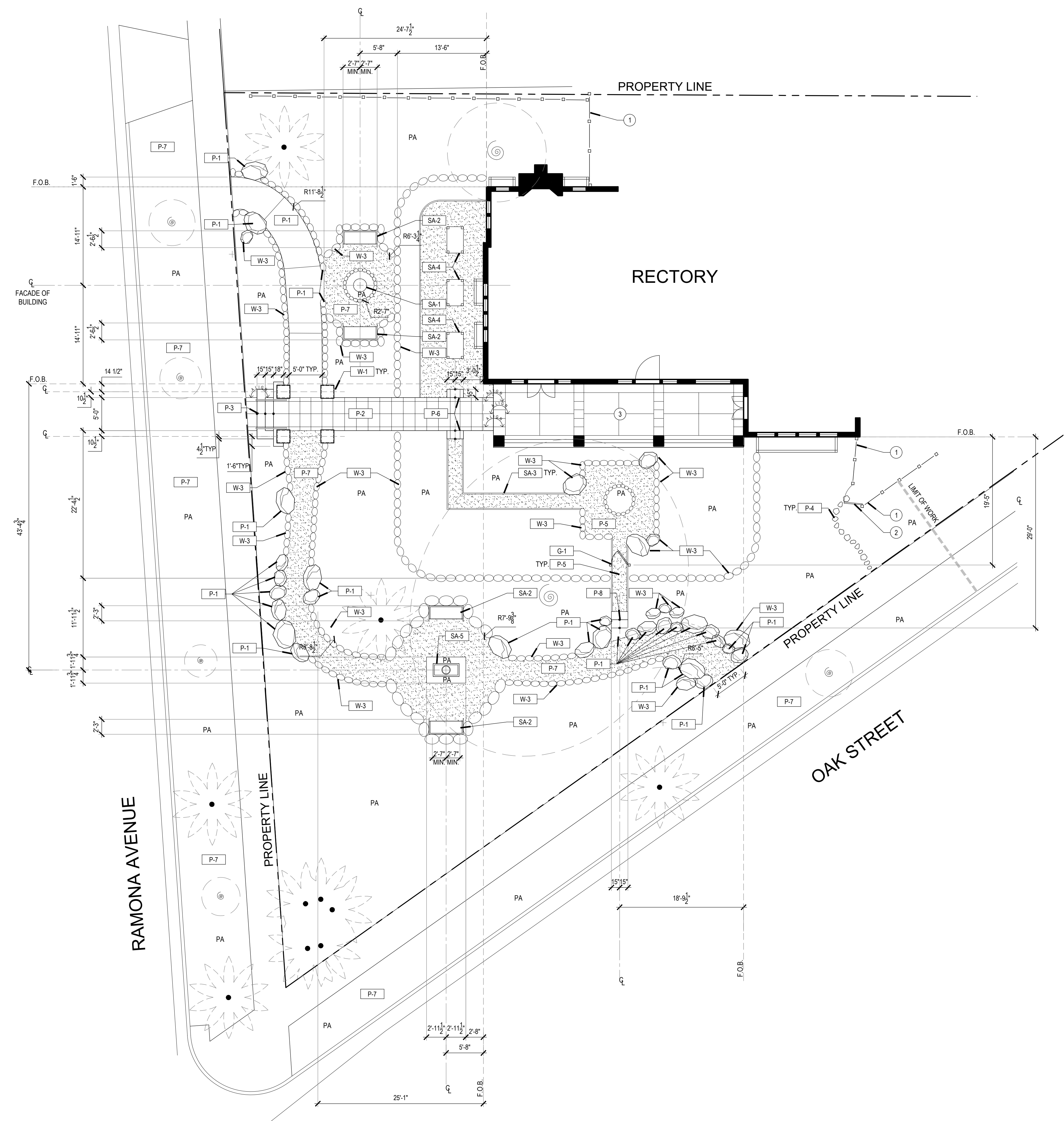
WALL & FENCE LEGEND		
ITEM	DESCRIPTION	DETAIL
W-1	ENTRY PILASTER	DETAIL A SHEET L1.51
W-2	CONCRETE PAVEMENT	DETAIL E SHEET L1.51
W-3	BOULDER PER SOFTSCAPE CONTRACTOR	-

SITE AMENITIES LEGEND		
ITEM	DESCRIPTION	DETAIL
SA-1	SCULPTURE BASE. PROVIDE 3" THICK COMPACTED ROAD BASE 24" DIAMETER	-
SA-2	BENCH PER OWNER	-
SA-3	METAL HEADER PER SOFTSCAPE CONTRACTOR.	-
SA-4	RAISED PLANTER BED PER SOFTSCAPE CONTRACTOR	-
SA-5	WATER FEATURE - PER OWNER, PROVIDE WATER & ELECTRICAL LINES. PROVIDE ELECTRICAL TIMER. SET FOUNTAIN ON 3" COMPACTED ROAD BASE. MAXIMUM HEIGHT OF FOUNTAIN 36". LED FOUNTAIN LIGHTS SHALL BE TIED INTO LANDSCAPE LIGHTING.	-

GATE LEGEND		
ITEM	DESCRIPTION	DETAIL
G-1	WROUGHT IRON GATE AT SIDE YARD	DETAIL F SHEET L1.51

CONSTRUCTION NOTES

- CONTRACTOR SHALL OBTAIN ALL RELEVANT PERMITS.
- ALL GRADING AND TRENCHING UNDER THE CHINESE ELM SHALL BE DONE BY HAND.
- CONCRETE: MATCH EXISTING PORCH. CONTRACTOR SHALL PROVIDE A 5' x 5' MOCK UP FOR APPROVAL BY LANDSCAPE ARCHITECT AND OWNER'S REPRESENTATIVE.
- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS GRADES, EXISTING STRUCTURES, AND FIELD CONDITIONS AT THE SITE BEFORE COMMENCING WORK. HE/SHE SHALL IMMEDIATELY NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.
- TYPICAL DETAILS SHALL APPLY IN GENERAL CONSTRUCTION WHERE NO DETAILS ARE GIVEN. THE CONSTRUCTION SHALL BE AS FOR SIMILAR WORK. OMISSIONS, AND/OR FIELD CONDITIONS, SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT BEFORE PROCEEDING WITH THE WORK SO INVOLVED.
- REFERENCES OF THE A.S.T.M.S. AND THE UNIFORM BUILDING CODE SHALL BE TO THE LATEST EDITIONS AS ADOPTED BY LOCAL JURISDICTION.
- IMPORT SOIL SHALL BE APPROVED ON SITE BY LANDSCAPE ARCHITECT. SOIL SHALL BE FREE FROM ROCK, DEBRIS, BERMUDA GRASS OR OTHER DELETERIOUS MATERIAL. SOIL AMENDMENTS: AMEND BY KELLOGG SUPPLY INC, WILMINGTON, CALIF. OR APPROVED EQUAL.
- AREAS TO BE GRADED OR PAVED SHALL BE GRUBBED AND STRIPPED OF ALL VEGETATION, DEBRIS, AND OTHER DELETERIOUS MATERIAL. ALL LOOSE SOIL DISTURBED BY REMOVAL OF TREES, EXISTING FILL AND LOOSE OR DISTURBED TOPSOIL SHALL BE REMOVED.
- EXCESS SOIL SHALL BE REMOVED FROM SITE.
- CONCRETE SHALL BE TRANSIT MIXED FROM A LICENSED BATCHING PLANT, WHICH SHALL BE 2500 P.S.I. AT 28 DAYS. ALL EXPOSED FINISHED CONCRETE SHALL HAVE A COLOR ADDITIVE. COLOR AND STRENGTH TO BE SELECTED BY LANDSCAPE ARCHITECT. CONTRACTOR SHALL SUBMIT A 5'X5' SAMPLE OF FINISHED CONCRETE TO LANDSCAPE ARCHITECT FOR APPROVAL.
- REINFORCING STEEL: A.S.T.M. A-615, GRADE 40 FOR ALL REINFORCING. MINIMUM CLEARANCE FOR BARS SHALL BE 3" AT BOTTOM OF FOOTING AND 1 1/2" AT BOTTOM OF SLABS ON GRADE.
- SLEEVES: CONCRETE CONTRACTOR SHALL PROVIDE PVC UNDER PAVING. THE LOCATIONS SHALL BE COORDINATED WITH THE SOFTSCAPE CONTRACTOR.
- MORTAR SHALL BE 1: 3 1/2 : 1/4 TO 1/2 PARTS BY VOLUME OF PORTLAND CEMENT, TO MORTAR SAND, TO LIME PUTTY. USE NO FIRE CLAY, ADD 1 PINT ADMIXTURE PER SACK OF CEMENT TO INHIBIT EFFLORESCENCE.
- USE AT LEAST A 1-SACK MIXER. MEASURE PARTS BY VOLUME FOR UNIFORMITY.
 - FOR MORTAR, LOAD MORTAR SAND, PORTLAND CEMENT, ADMIXTURE, AND WATER INTO MIXER IN THAT ORDER, AND MIX FOR 3 MINUTES THEN ADD LIME PUTTY AND MIX ADDITIONAL 10 MINUTES.
 - FOR GROUT, LOAD PEA GRAVEL, IF USED, SAND, PORTLAND CEMENT, ADMIXTURE, AND WATER INTO THE MIXER FOR 3 MINUTES. USE ENOUGH WATER TO FORM A POURING CONSISTENCY AND COLOR PER PLANS.
 - DO NOT USE ANY MORTAR OR GROUT AFTER MORE THAN 1 1/2 HOURS OF ITS INITIAL MIXING, EXCEPT MORTAR MAY BE RE-TEMPERED.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO REFER TO PLANTING PLANS TO DETERMINE LOCATION OF SPECIMEN TREES AND TO ROUTE UNDERGROUND STRUCTURES AROUND THESE LOCATIONS.



Holy Family Rectory
1534 Ramona Avenue,
South Pasadena, California

Client
Holy Family Church

EPTDESIGN
landscape architecture | urban design | planning

401 Glenmore Street, First Floor | Laguna Beach, CA 92651 | T 949.502.4510
844 East Green Street, Ste. 201 | Pasadena, CA 91101 | T 626.795.2547
www.eptdesign.com



Revisions	By	Date
BID SET	RW	08.22.19

Job Number E19-031
Design Staff AP
Project Manager RW
Principal SC

Planting Plan

L3.01

Plan Check Number: 00000000-PARK
These drawings are instruments of service. EPTDESIGN shall retain all copyrights, statutory and common law right with regard to these drawings and the designs contained therein in all formats, including printed and digitized. These drawings are not to be altered in any way, nor assigned to a third party without the express written permission and consent from EPTDESIGN.

Plan Control: Construction Docs.

PLANTING LEGEND: Trees

SYMBOL	NAME	SIZE	QTY	WATER REQ.	DETAIL
	AESCLUS CALIFORNICA CALIFORNIA BUCKEYE	48" BOX	3	LOW	B/L3.51
	CERCIS OCCIDENTALIS WESTERN REDBUD	36" BOX	2	LOW	B/L3.51
	CITRUS LIMON 'MEYER' DWARF MEYER LEMON	24" BOX	2	MOD	B/L3.51
	PUNICA GRANATUM POMEGRANATE TREE	36" BOX	1	LOW	B/L3.51
	EXISTING TREE PROTECT IN PLACE	-	-	-	-
	EXISTING PALM TREE PROTECT IN PLACE	-	-	-	-

PLANTING LEGEND: Shrubs

SYMBOL	NAME	SIZE	QTY	WATER REQ.	DETAIL	NOTES
	ABUTILON PALMERI INDIAN MALLOW	5 GAL	11	LOW	A & C/L3.51	-
	ARCTOSTAPHYLOS GLAUCA BIG BERRY MANZANITA	15 GAL	1	V. LOW	A & C/L3.51	-
	ARCTOSTAPHYLOS 'PACIFIC MIST' PACIFIC MIST MANZANITA	5 GAL	10	LOW	A & C/L3.51	-
	BACCHARIS PILULARIS 'PIGEON POINT' DWARF COYOTE BRUSH	15 GAL	6	LOW	A & C/L3.51	-
	BERBERIS REPENS CREEPING BARBERRY	1 GAL	55	MOD	A & C/L3.51	-
	CALYCANTHUS OCCIDENTALIS SPICE BUSH	15 GAL	1	MOD	A & C/L3.51	-
	CARPINTERIA CALIFORNICA BUSH ANEMONE	15 GAL	5	MOD	A & C/L3.51	-
	CEANOTHUS CONCHA CALIFORNIA MOUNTAIN LILAIC	15 GAL	2	LOW	A & C/L3.51	-
	CEANOTHUS GRISEUS 'YANKEE POINT' CARMEL MOUNTAIN LILAC	5 GAL	3	MOD	A & C/L3.51	-
	ERIOGONUM FASCICULATUM CALIFORNIA BUCKWHEAT	1 GAL	57	V. LOW	A & C/L3.51	-
	ERIOGONUM GRANDE VAR. RUBESCENS REDFLOWERED BUCKWHEAT	1 GAL	23	LOW	A & C/L3.51	-
	FESTUCA CALIFORNICA CALIFORNIA FESCUE	1 GAL	113	LOW	A & C/L3.51	-
	JUNCUS PATENS COMMON RUSH	1 GAL	46	LOW	A & C/L3.51	-
	LEYMUS TRITICOIDES CREEPING WILD RYE	1 GAL	71	LOW	A & C/L3.51	-
	PENSTEMON MARGARITA B.O.P.' FOOTHILL PENSTEMON	1 GAL	27	LOW	A & C/L3.51	-
	RHAMNUS CALIFORNICA 'LITTLE SUR' LITTLE SUR COFFEEBERRY	15 GAL	40	LOW	A & C/L3.51	ADD ALTERNATE BID FOR 5 GAL
	RIBES SPECIOSUM FUSCHIA FLOWERING GOOSEBERRY	15 GAL	13	MOD	A & C/L3.51	-
	SALVIA 'ALLEN CHICKERING' ALLEN CHICKERING SAGE	5 GAL	29	LOW	A & C/L3.51	-
	SALVIA APIANA WHITE SAGE	1 GAL	4	LOW	A & C/L3.51	-
	SALVIA 'BEES BLISS' BEES BLISS SAGE	5 GAL	16	LOW	A & C/L3.51	-
	SALVIA LEUCOPHYLLA PURPLE SAGE	5 GAL	16	LOW	A & C/L3.51	-
	SALVIA SPATHACEA HUMMINGBIRD SAGE	1 GAL	31	MOD	A & C/L3.51	-
	SPOROBOLUS AIROIDES ALKALI SACATON	1 GAL	8	LOW	A & C/L3.51	-
	VITIS CALIFORNICA 'ROGER'S RED' ROGER'S CALIFORNIA GRAPE	5 GAL	4	LOW	A & C/L3.51	-

PLANTING LEGEND: Groundcover

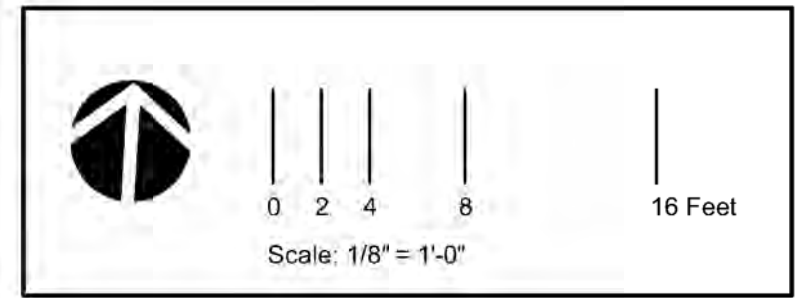
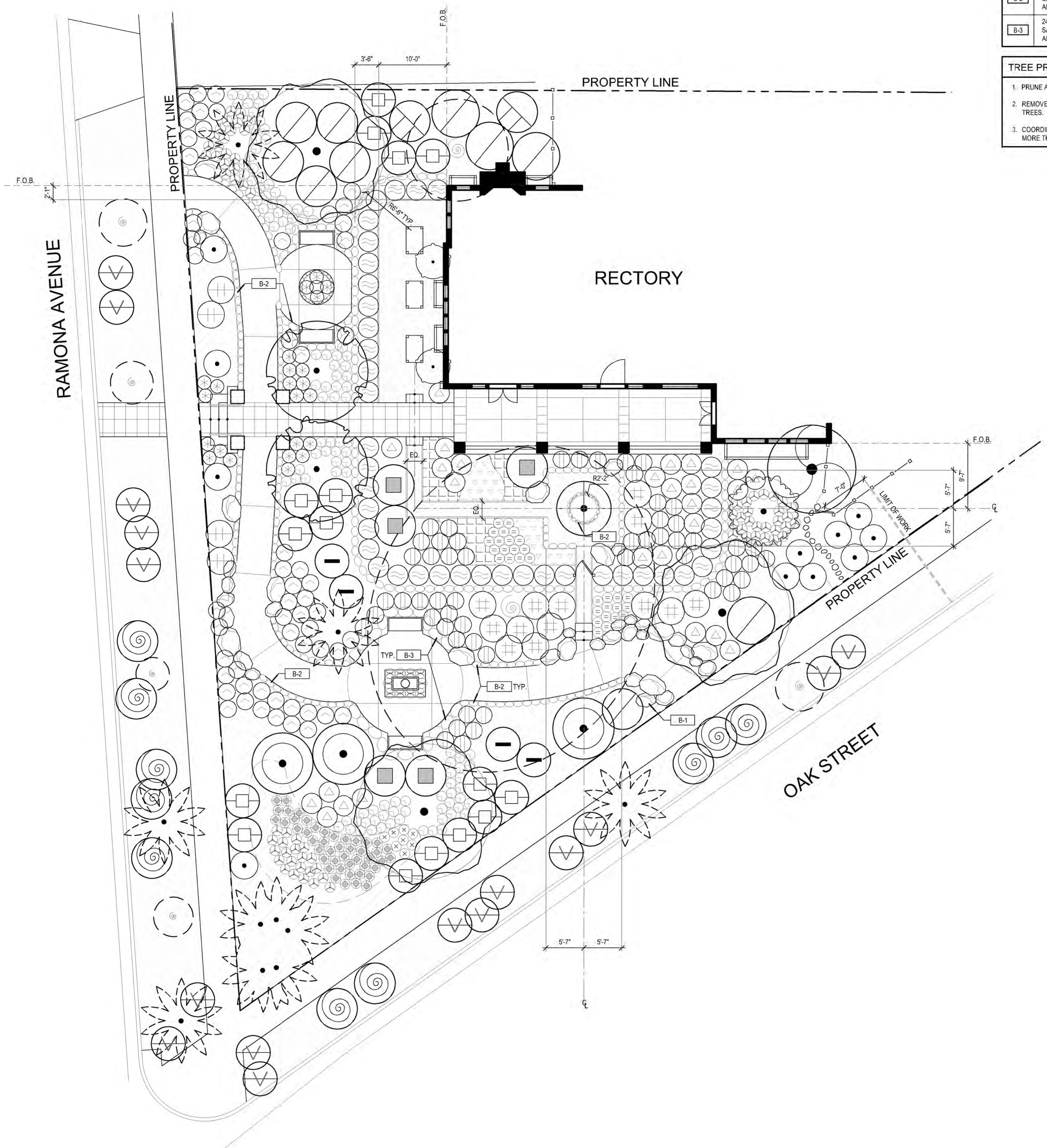
SYMBOL	NAME	SIZE	AREA SQ. FT.	WATER REQ.	DETAIL
	ACHILLEA MILLEFOLIUM COMMON YARROW	1 GAL @ 18" O.C.	531	LOW	A & C/L3.51
	HEUCHERA MAXIMA ISLAND ALUM ROOT	1 GAL @ 18" O.C.	65	MOD	A & C/L3.51
	IRIS DOUGLASSIANA DOUGLASS IRIS	1 GAL @ 18" O.C.	69	MOD	A & C/L3.51
	DEL RIO GRAVEL	Ø 3/8"	427	-	-
	METAL HEADER, MODEL: BORDER KING, MANUFACTURER: BORDER CONCEPTS.	LINEAR FEET	226	-	D/L3.51
	DECOMPOSED GRANITE, 2" MIN. DEPTH, DESERT GOLD BY SOUTHWEST BOULDER & STONE OR APPROVED EQUAL	-	1,578	-	-
	RAISED REDWOOD PLANTER BOX, CLEAR GRADE LUMBER, FINISH: SANDED, LUMBER SHALL NOT BE STAINED.	30" x 48"	-	-	-

BOULDER LEGEND

	BOULDER PER PLAN	DETAIL E SHEET L3.51
	12" BOULDER, PROVIDE PHOTOGRAPHS OF SAMPLE FOR APPROVAL BY LANDSCAPE ARCHITECT & OWNER'S REPRESENTATIVE	DETAIL E SHEET L3.51
	24" BOULDER, PROVIDE PHOTOGRAPHS OF SAMPLE FOR APPROVAL BY LANDSCAPE ARCHITECT & OWNER'S REPRESENTATIVE	DETAIL E SHEET L3.51

TREE PRUNING NOTES

1. PRUNE AND CLEAN EXISTING PALM TREES
2. REMOVE ALL DEAD WOOD FROM EXISTING TREES EXCLUDING STREET TREES.
3. COORDINATE PRUNING OF CHINESE ELM WITH LANDSCAPE ARCHITECT. NO MORE THAN 20 PERCENT OF CANOPY SHALL BE REMOVED.

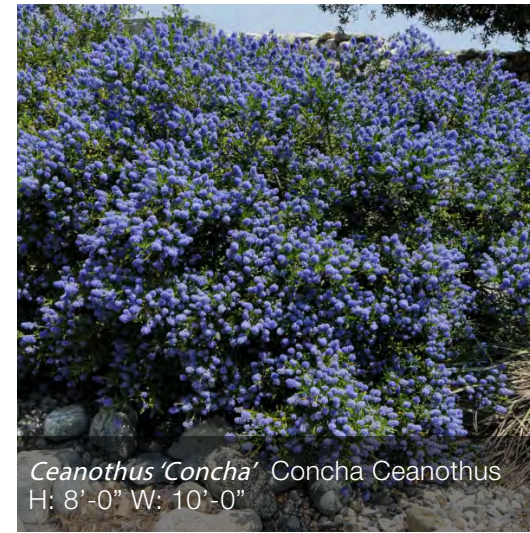




Punica granatum Pomegranate Tree
H: 10'-0" W: 8'-0"



Ceanothus griseus 'Yankee Point'
H: 2'-6" W: 9'-0"



Ceanothus 'Concha' Concha Ceanothus
H: 8'-0" W: 10'-0"



Vitis californica 'Roger's Red'
H: N/A W: 15'-0"



Rhamnus californica 'Little Sur' Little Sur Coffeeberry
H: 4'-6" W: 3'-0"



Salvia leucophylla Purple Sage
H: 4'-0" W: 4'-0"



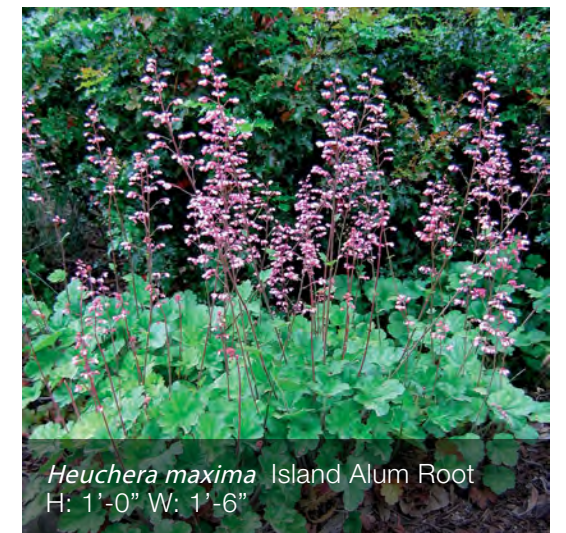
Ribes speciosum Fuschia Flowering Gooseberry
H: 8'-0" W: 6'-0"



Calycanthus occidentalis Spice Bush
H: 9'-0" W: 9'-0"



Eriogonum fasciculatum var. rubescens
H: 2'-0" W: 3'-0"



Heuchera maxima Island Alum Root
H: 1'-0" W: 1'-6"

Holy Family Rectory Planting Palette

September 8, 2020



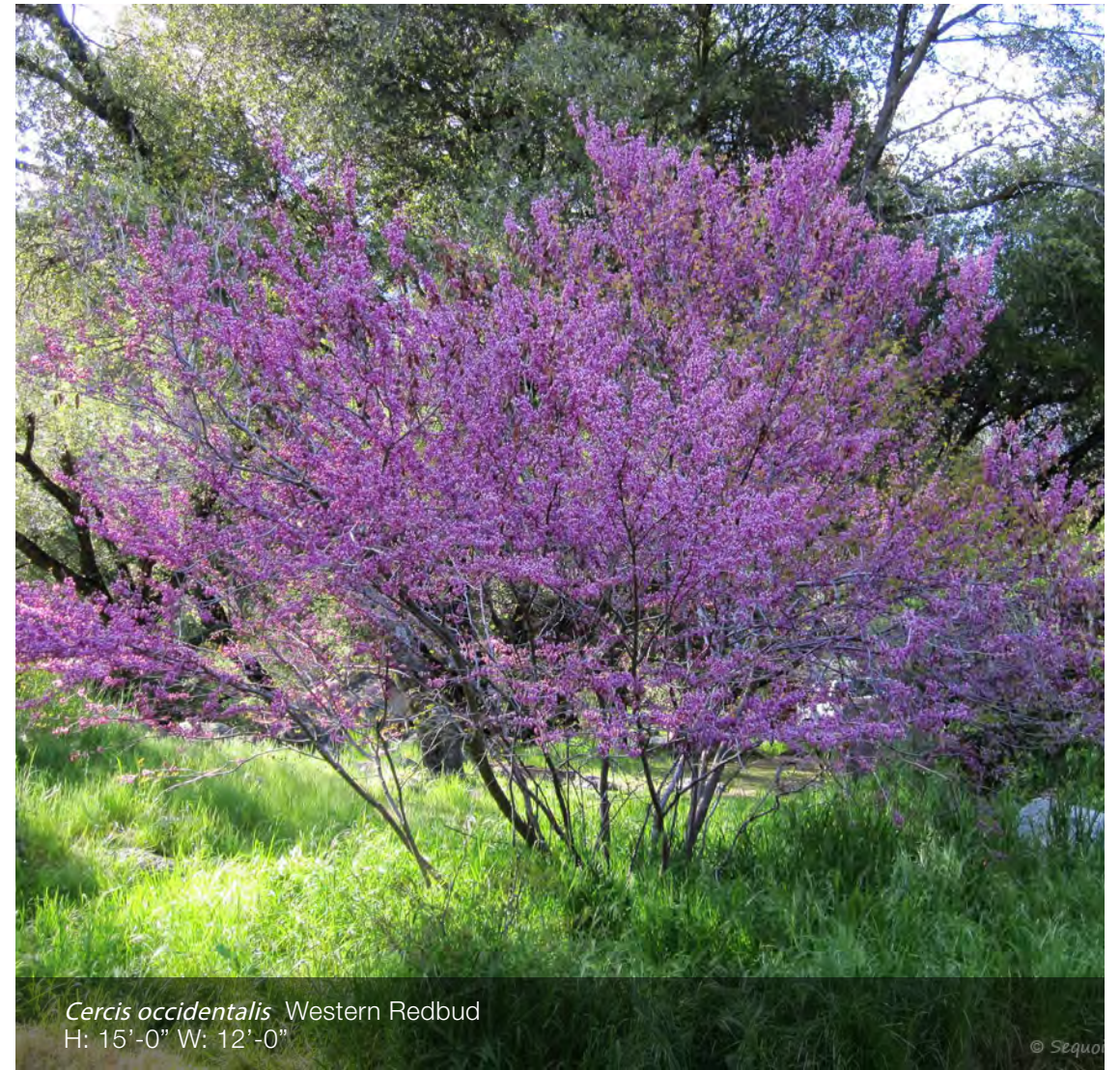
Arctostaphylos glauca Manzanita
H: 12'-0" W: 15'-0"



Salvia apiana White Sage
H: 4'-6" W: 4'-6"



Citrus 'Meyer' Meyer Lemon
H: 8'-0" W: 6'-0"



Cercis occidentalis Western Redbud
H: 15'-0" W: 12'-0"



Leymus triticoides
H: 1'-6" W: 2'-0"



Carpenteria californica Bush Anemone
H: 5'-0" W: 3'-6"



Salvia 'Allen Chickering'
H: 5'-0" W: 5'-0"



Berberis repens Creeping Barberry
H: 1'-6" W: 3'-0"



Abutilon palmeri Indian Mallow
H: 4'-0" W: 4'-0"



Juncus patens Common Rush
H: 2'-0" W: 1'-6"



Achillea millefolium Common Yarrow
H: 2'-0" W: 2'-0"



Eriogonum fasciculatum Buckwheat
H: 2'-0" W: 3'-0"



Festuca californica California Fescue
H: 2'-6" W: 2'-0"



Penstemon heterophyllus 'Magarita Bop'
H: 1'-0" W: 1'-6"



Aesculus californica California Buckeye
H: 17'-6" W: 25'-0"



Salvia spathacea Hummingbird Sage
H: 1'-6" W: 3'-0"



Baccharis pilularis 'Pigeon Point'
H: 1'-6" W: 8'-0"



Iris douglassiana Douglas Iris
H: 1'-6" W: 3'-0"



Arctostaphylos 'Pacific Mist'
H: 2'-0" W: 8'-0"



Sporobolus airoides Alkali Sacaton
H: 4'-0" W: 3'-0"



Salvia 'Bee's Bliss' Bee's Bliss Sage
H: 2'-0" W: 6'-0"



HOLY FAMILY RECTORY 1529 RAMONA AVE, SOUTH PASADENA GOLDEN ARROW AWARD WINNER 2017

Holy Family Church
September 2020

EPTDESIGN



HOLY FAMILY RECTORY 1018 BRENT AVE, SOUTH PASADENA GOLDEN ARROW AWARD WINNER 2020

Holy Family Church
September 2020



HOLY FAMILY RECTORY 1600 MARENGO AVE, SOUTH PASADENA GOLDEN ARROW AWARD WINNER 2017

Holy Family Church
September 2020

EPTDESIGN



HOLY FAMILY RECTORY 2060 ALPHA STREET, SOUTH PASADENA GOLDEN ARROW AWARD WINNER 2020

Holy Family Church
September 2020

EPTDESIGN



HOLY FAMILY RECTORY 815 N MENTOR AVE, PASADENA'S BUNGALOW HEAVEN

Holy Family Church
September 2020

EPTDESIGN



Mount Washington Prarie



Mount Washington Prarie



Pasadena Craftman

HOLY FAMILY RECTORY EXAMPLES OF WATER FEATURES IN FRONT YARDS OF CRAFTSMAN HOMES

Holy Family Church
September 2020

EPTDESIGN



Proposed Water Feature
Manufacturer: Campania International
Material: Concrete
Dimensions: 47.5"L x 23.5"W x 36"T

HOLY FAMILY RECTORY PROPOSED WATER FEATURE

Holy Family Church
September 2020



DSGardenShop
📍 San Diego, California

★★★★★ (841)

Description

DETAILS: Measures 25" tall by 6" wide and weighs 20 lbs. Made of solid stone. Gift tag included. This product SHIPS FREE.

ABOUT OUR PRODUCT: This Vintage Recreation is proudly hand-crafted in the San Diego, California, U.S.A. A timeless classic that had barely survived the test of time, we saved, recreated and gave another chance. "Vintage Recreations" may possess pocks and pitting, are chippy shabby chic, look like they're pulled right from grandma's estate but have brand new integrity and they're absolutely timeless. Hand crafted in a solid durable cast stone material. It is the type of product where you can actually feel the immense quality. All product is made with the color throughout, sealed for outdoor use, dense enough to withstand the elements for generations yet meticulously crafted to merit indoor space. Enjoy it for Life!

ATTACHMENT 3
Staff Report for July 16, 2020
[\(click here\)](#)

Additional Document No. 1 – Public Comments
[\(click here\)](#)

Additional Document No. 2 – Public Comments
[\(click here\)](#)