

MINUTES OF THE REGULAR MEETING OF THE
CULTURAL HERITAGE COMMISSION

CITY OF SOUTH PASADENA

Thursday, October 15, 2020 at 6:30 P.M.

VIRTUAL MEETING

ROLL CALL

The meeting convened at: 6:30 pm

Commissioners Present: Mark Gallatin (Chair), Rebecca Thompson (Vice-Chair), Steven Friedman and William Cross

Commissioners Absent: Kristin Morrish

Staff Present: Kanika Kith (Planning Manager), Malinda Lim (Associate Planner), Aneli Gonzalez (Planning Intern), Candida Neal (Contract Planner)

City Council Liaison: Richard D. Schneider, M.D.

Please Note: These Minutes are a summary of the meetings and are not a fully transcribed record.

APPROVAL OF AGENDA

Approved 3-0. Commissioner Cross joined the meeting after the vote, due to technical difficulties.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

None.

PUBLIC COMMENTS AND SUGGESTIONS

None.

PRESENTATIONS

None.

PUBLIC HEARING

1. **1534 Ramona Avenue/Project No. 2349-COA – Certificate of Appropriateness for Front Yard Landscape Design at 1534 Ramona Avenue (Continued):**

Recommendation:

Direct staff to get a second opinion on the Historic Assessment Report.

Staff Presentation:

Planning Manager Kith reported that this item was continued for the applicant to make changes to the proposed landscape plan. She reported that a letter of concern was received from a neighbor's attorney. Neither staff nor the applicant had reviewed the written comments submitted this afternoon in order to

respond tonight. One public comment was received which will be played during the Public Hearing section of this meeting. Staff requests that the Commission give them the authority to release the RFP and to continue this item to the November meeting.

Questions for Staff:

None.

Public Hearing:

One verbal comment was received and played for the Commission.

Applicant's Presentation:

None. However, the Applicant was online and available to answer questions.

Questions for Applicant:

None.

Commissioner Discussion:

Commissioner Friedman acknowledged receipt of a 16-page letter within the hour from a neighbor's attorney. He noted only that the letter had one paragraph that addressed the adequacy of the authorization. In reviewing the materials received from staff, there appeared to be quite a broad Power of Attorney by the Archbishop in favor of Reverend Nunes, granting fairly broad authority to the Parish to act in this matter, but not something that needed to be addressed during this meeting. He directed staff to confirm the adequacy of the authorization with the City Attorney. Assuming that authorization is adequate, the Commission could proceed on the recommendation to direct staff to retain an architectural historian to weigh in on this matter and present the findings to the Commission upon the verification that the authorization is adequate.

Decision:

Commissioner Friedman motioned, seconded by Vice-Chair Thompson, to direct staff to retain an architectural historian to conduct a peer review of the work conducted thus far, subject to the City Attorney's verification that the authorization from the property owner is adequate to represent its interests and that this item be continued to the next regular meeting of the Commission.

Motion carried, 3-0. This item is continued to the next meeting on November 19, 2020.

Commissioner Cross joined the meeting after the vote, due to technical difficulties.

2. **1716 Lyndon Street/Project No. 2296-NID/COA – Intent to Demolish approximately 281 square feet of the rear of the home and a 274 square-foot detached garage and Certificate of Appropriateness for additions to the first and second floor of the existing single-family home and a new 2-car carport:**

Recommendation:

Approve, subject to Conditions of Approval.

Chair Gallatin recused himself from this item because it is within 1,000 feet of his residence.

Vice-Chair Thompson chaired the discussion on this item.

Staff Presentation:

Planning Manager Kith introduced Planning Intern Aneli Gonzalez who played a prerecorded PowerPoint presentation of this project.

Questions for Staff:

Vice-Chair Thompson inquired about the siding and whether the siding on the addition should be a different size than that of the original and approved of changing the windows to keep the original ones. However, she expressed concern with the size and scale of the new addition and the location and size of the windows.

Commissioner Friedman asked if the applicant was aware of staff's recommendation that the applicant obtain an HRE, and that the Commission issue a Certificate of Appropriateness followed by a Modified Certificate of Appropriateness.

Planner Gonzalez confirmed that the applicant was notified in both a comment letter and a completeness letter. In addition, staff emailed the applicant that an HRE Report was required for the demolition of the garage. The reason the demolition of the garage is being continued tonight is because there was no HRE Report submitted.

A question was asked Planner Gonzalez about a reference to 'specialty wood siding' included in a listing of architectural features. Planner Gonzales said that she would clarify that reference, as it was included as a general notation on features found in Craftsman homes and was not specific to this project.

Commissioners discussed the functionality of the existing windows. Staff responded that the windows vary as to their deterioration, but recommended the applicant restore and reuse the windows. The applicant indicated that restoration would be costlier than what they have proposed. They will be required to provide more information to reconsider this option.

Applicant's Presentation:

Associate Planner Gonzalez introduced the applicant, Miguel Pedrasa, and Jose Martinez, who presented a PowerPoint presentation.

Questions for Applicant:

Vice-Chair Thompson and Mr. Martinez discussed differentiation as required by the Secretary of the Interior's Guidelines, including the new wood siding from the original asbestos shingles and dividing the second story by a roof structure and the elements on the edge of the roof structure. Mr. Martinez confirmed they intended to use wood windows, not the windows from the cut sheet shown in the presentation and confirmed that the client's intent was to restore the chimney to its original condition. The Commissioners also expressed concern about the size of the addition.

Commissioner Discussion:

Vice-Chair Thompson and Commissioner Friedman agreed that the character-defining features that are most prominent in this home are its single-story profile and its modest massing, and they do not find that the project as presented is compatible with the surrounding neighborhood in terms of size, massing and scale.

Decision:

Commissioner Friedman motioned, seconded by Vice-Chair Thompson, to continue this item to the next regular meeting to review possible changes to the design, addressing the questions that were raised by staff and Commissioners.

Motion carried, 3-0. The project is continued to the next regular Cultural Heritage Commission meeting.

Chair Gallatin rejoined the meeting.

3. **1947 Oak Street/Project No. 2340-COA – Certificate of Appropriateness for an approximately 150 square-foot single-story addition to an existing 2-story single-family residence:**

Recommendation:

Approve, subject to Conditions of Approval.

Commissioner Friedman recused himself from the meeting.

Staff Presentation:

Planning Manager Kith played a prerecorded PowerPoint presentation by Contract Planner Candida Neal.

Questions for Staff:

None.

Public Hearing:

No public comments were received for this item.

Applicant's Presentation:

There is no applicant presentation. However, Planner Candida Neal introduced the Architect, Frank Martinez, to the meeting.

Questions for Applicant:

None.

Commissioner Discussion:

Vice-Chair Thompson wanted to approve this as is.

Chair Gallatin found the plans fairly easy to understand and thought a lot of care was taken by the architect to do an addition that was compatible with the existing historic home, but yet slightly differentiated because of the gable roof.

Decision:

Chair Gallatin motioned, seconded by Commissioner Cross, to approve the proposed project as recommended by staff with the project specific findings as recommended by staff and the mandatory findings as contained in the staff report.

Motion carried, 3-0. The project is approved, subject to the Conditions of Approval outlined in the agenda packet.

4. **1960 Oak Street/Project No. 2320-COA – Certificate of Appropriateness for an approximately 581 square-foot, two-story addition to an existing 2-story single-family residence and the expansion of the existing garage:**

Recommendation:

Continue this item to the next Commission regular meeting on November 19, 2020.

Commissioner Friedman recused himself from this item.

Decision:

Vice-Chair Thompson moved, seconded by Commissioner Cross, to continue the project to the next meeting on November 19, 2020.

Motion carried, 3-0.

Commissioner Friedman rejoined the meeting.

DISCUSSION ITEMS

5. **Accessory Dwelling Units (ADUs) Ordinance Update:**

Recommendation:

Formation of a subcommittee to work with staff.

Staff Presentation:

Planning Manager Kith reported that the City received an award from the State Office of Historic Preservation to update the ADU Ordinance to incorporate historical preservation planning in the ADU Ordinance. As part of the application, staff had included Chair Gallatin and Vice-Chair Thompson as key members of the team, as the application required an architect to be one of the key members. Staff recommends that the Commission appoint Chair Gallatin and Vice-Chair Thompson to be on the subcommittee. If a different Commissioner is appointed, the application to the State will be updated.

Questions for Staff:

Vice-Chair Thompson asked about the amount of work involved and the expectations.

Planning Manager Kith responded that the subcommittee will review the ADU Ordinance and provide feedback and comments to improve it. The Commission would not be writing the Ordinance. Staff will take the lead to write the Ordinance and will hire a consultant to help provide a design standard. The award of \$40,000 is probably not enough to do a comprehensive ADU Ordinance, but is going to be enough for an architectural historian to help develop the specific design standards for the City. ADUs are processed administratively by staff and the City is looking to revise its ADU Ordinance to allow more ADU production. The City will allow ADU production even on historic properties, but needs design standards to control it and allow staff to approve ADUs that would not negatively impact the City.

Decision:

Commissioner Friedman motioned, seconded by Commissioner Cross, that Chair Gallatin and Vice-Chair Thompson be appointed to the subcommittee on ADUs.

Motion carried, 4-0. The subcommittee members are Chair Gallatin and Vice-Chair Thompson.

CONSENT ITEMS

- 6. None.

ADMINISTRATION

7. Comments from City Council Liaison:

Dr. Richard Schneider said he had enjoyed the meeting tonight and thought the Commission did very well with the projects it handled.

8. Comments from Cultural Heritage Commissioners:

None.

9. Comments from Subcommittees:

None.

10. Comments from South Pasadena Preservation Foundation (SPPF) Liaison:

Chair Gallatin reported that very recently documents were signed to allow the owners of the Garfield House at 1001 Buena Vista Street to acquire from Caltrans the vacant parcel immediately south of their property which has some brick and river rock walls and other hardscape features that were designed by Greene and Greene in conjunction with the original design of the Garfield House when it was a single parcel. It was subdivided back in the mid-60s and sold to Caltrans. The documents have been signed and notarized to execute the transfer of the property from Caltrans to Mr. and Mrs. Davis Denny, who own the Garfield House. As part of this deal, the SPPF is going to be assigned the Preservation Covenant on the property and will be administering it going forward, making sure the character-defining features are preserved. And for the first time ever, SPPF will receive a \$5,000 stewardship fee from Caltrans for those administrative responsibilities.

11. Comments from Staff:

Planning Manager Kith reported that Chair Gallatin is on the ad hoc committee for the Regional Housing Needs Assessment (RHNA) Appeal and wanted to thank him for his participation. The due date for the RHNA Appeal is October 26th and the ad hoc committee is working with staff to prepare a letter to the State to reduce the number of units they are requiring. Chair Gallatin noted that several points in the Appeal regarding historic preservation are foundational to the Appeal argument.

ADJOURNMENT

12. The meeting adjourned at 8:19 pm to the next regular Cultural Heritage Commission meeting scheduled on November 19, 2020.

APPROVED,



Mark Gallatin
Chair, Cultural Heritage Commission

11.17.22

Date