



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

Thursday, December 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 Cultural Heritage Commission website ([Cultural Heritage Commission Meeting](#)).

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, December 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: TBD

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, December 17, 2020** to ensure adequate time to compile and post. Please make sure to indicate: 1) your name; and 2) stating it is for general public comments/suggestions.

Pursuant to state law, the Cultural Heritage Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Cultural Heritage Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

PUBLIC HEARING

1. **657 Forest Avenue/Project No. 2342-COA/AUP - Certificate of Appropriateness for the construction of an approximately 335 square-foot, single-story addition and a new 130 square-foot patio deck to an existing single-story single-family residence and an Administrative Use Permit to waive the second covered parking requirement.**

Recommendation

Approve, subject to Conditions of Approval

2. **2010 Oxley Street/Project No. 2347-COA - Certificate of Appropriateness for a 408 square-foot single-story addition and alterations to an existing single-family home.**

Recommendation

Approve, subject to Conditions of Approval

CONSENT ITEMS

3. **Minutes from October 29, 2019 Meeting**
4. **Minutes from April 30, 2020 Meeting**
5. **Minutes from May 14, 2020 Joint Meeting**

- 6. Minutes from May 21, 2020 Meeting**
- 7. Minutes from June 18, 2020 Meeting**
- 8. Minutes from July 16, 2020 Meeting**

PRESENTATIONS

- 9. None**

DISCUSSION ITEMS

10. 2020 Annual Report and 2021 Work Plan

Recommendation

1. Discuss and approve the 2020 Annual Report; and
2. Discuss and continue the Work Plan for 2021

ADMINISTRATION

- 11. Comments from City Council Liaison**
- 12. Comments from Cultural Heritage Commissioners**
- 13. Comments from Subcommittees**
- 14. Comments from South Pasadena Preservation Foundation (SPPF) Liaison**
- 15. Comments from Staff**

ADJOURNMENT

- 16. Adjourn to the regular Cultural Heritage Commission meeting scheduled for January 21, 2021 at 6:30 PM.**

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 City's website via Zoom, and a recording of the meeting will be available on the website within 48 hours of adjournment.

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.

12/10/20
Date

Elaine Serrano

Elaine Serrano,
Administrative Secretary