



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

**Thursday, March 18, 2021 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](mailto: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, March 18, 2021** to ensure adequate time to compile and post. Please provide: 1) your name; 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 Rebecca Thompson

**ROLL CALL:** Conrado Lopez, Kristin Morrish, William Cross, Mark Gallatin, Vice-Chair, and Rebecca Thompson, Chair

**COUNCIL LIAISON:** Evelyn G. Zneimer

**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](mailto: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, March 18, 2021** 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.

**PRESENTATION**

**1. Housing Accountability Act**

**PUBLIC HEARING**

**2. 1534 Ramona Avenue/Project No. 2349-COA (Continued) – Certificate of Appropriateness for front yard improvements involving removal of the original walkway at 1534 Ramona Avenue**

Recommendation

Approve the Certificate of Appropriateness, subject to conditions of approval.

**3. 925 Palm Avenue/Project No. 2339-COA/AUP (Continued) – Certificate of Appropriateness for an 1008 sq. ft. single-story addition and alterations to an existing single-story, 1,145 sq. ft. single-family residence and an Administrative Use Permit to waive the second covered parking requirement located at 925 Palm Avenue.**

Recommendation

Formation of a subcommittee to work with the applicant to refine the proposed addition and continue the project to a date certain.

**4. 1020 Milan Avenue/2371-COA – Certificate of Appropriateness for a two-story, 1,177-square-foot addition and alterations to an existing single-story, 1,660 square-foot single-family residence located at 1020 Milan Avenue**

Recommendation

Formation of a subcommittee to work with the applicant to refine the proposed addition and continue the project to a date certain.

**DISCUSSION**

**5. Historic Preservation Funding Opportunities (Continued)**

Recommendation

Formation of a Sub-committee to explore and apply for historic preservation funding.

**6. 917 Palm Avenue - Mills Act Contract Request**

Recommendation

Formation of a Sub-committee to review the Mills Act Contract request.

**7. 807 Bank Street - Mills Act Contract Request**

Recommendation

Formation of a Sub-committee to review the Mills Act Contract request.

**8. 1601 Marengo Avenue- Historic Landmark Designation Request**

Recommendation

Formation of a Sub-committee to review the Historic Landmark Designation request.

**9. CLG 2019-2020 Annual Report**

Recommendation

Review and provide comments and information to finalize the report.

**10. Rialto Interior Work Sub-committee**

Recommendation

Formation of a Sub-committee.

**CONSENT ITEMS**

**11. January 2020 Meeting Minutes**

Recommendation

Approve the January 2020 Meeting Minutes.

**12. February 2020 Meeting Minutes**

Recommendation

Approve the February 2020 Meeting Minutes.

**13. August 2020 Meeting Minutes**

Recommendation

Approve the August 2020 Meeting Minutes.

**14. September 2020 Meeting Minutes**

Recommendation

Approve the September 2020 Meeting Minutes.

**15. February 2021 Meeting Minutes**

Recommendation

Approve the February 2021 Meeting Minutes.

**ADMINISTRATION**

**16. Comments from City Council Liaison**

**17. Comments from Cultural Heritage Commissioners**

**18. Comments from Subcommittees**

**19. Comments from South Pasadena Preservation Foundation (SPPF) Liaison**

**20. Comments from Staff**

**ADJOURNMENT**

**21. Adjourn to the regular Cultural Heritage Commission meeting scheduled for April 15, 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.*



3/11/21

Date

Elaine Serrano,

Administrative Secretary