



**CITY OF SOUTH PASADENA
CULTURAL HERITAGE COMMISSION**

**AGENDA
REGULAR MEETING
THURSDAY, JUNE 15, 2023 AT 6:30 P.M.**

**AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

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

The South Pasadena Cultural Heritage Commission Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

The Meeting will be available:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena
- Via Zoom: <https://us02web.zoom.us/j/82268359053> **Meeting ID: 822 6835 9053**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the two methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:
<https://us02web.zoom.us/j/82268359053>

CALL TO ORDER: Chair Mark Gallatin

ROLL CALL: Chair Mark Gallatin
Vice-Chair Conrado Lopez
Commissioner William Cross
Commissioner Jeremy Ding
Commissioner Kristin Morrish

COUNCIL LIAISON: Mayor Pro Tem Evelyn G. Zneimer

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-parate contact for items on the agenda.

PUBLIC COMMENT GUIDELINES (Public Comments are limited to 3 minutes)

The Cultural Heritage Commission welcomes public input. If you would like to comment on an agenda item, members of the public may participate by one of the following options:

Option 1:

Participate in-person at the Council Chambers, 1424 Mission Street, South Pasadena

Option 2:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 3:

Email public comment(s) to PlanningComments@southpasadenaca.gov.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on, and
- 3) Submit by no later than 12:00 p.m., on the day of the Cultural Heritage Commission meeting.

NOTE: 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 COMMENT**1. Public Comment – General (Non-Agenda Items)****CONSENT CALENDAR ITEM****2. Minutes from the Regular Meeting of November 17, 2022****CONTINUED ITEM**

3. **1716 Wayne Avenue, Project No. 2481-COA** – A Certificate of Appropriateness to add a 702.5 square-foot, two-story additions to an existing 1,902 square-foot two-story single-family residence located at 1716 Wayne Avenue (APN: 5321-010-003). 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 15331, Class 31 (Historical Resource Restoration/Rehabilitation).

This item was continued from the regularly scheduled May 18, 2023 CHC meeting.

Recommendation

Continue this item to the July 20, 2023 Cultural Heritage Commission meeting.

PUBLIC HEARING

4. **250 Saint Albans Avenue, Project No. 2538-NID/DRX** – A request for a Notice of Intent to Demolish a 1,605-square-foot single-family dwelling and a two-car garage located at 250 Saint Albans Avenue (APN: 5311-010-042). Projects submitted to the Planning Division that include the demolition of buildings constructed at least 45 years prior to date of the application are required to be evaluated by the Cultural Heritage Commission to determine if the property could potentially meet national, state, or local criteria for historic designation. In accordance with the California Environmental Quality Act (CEQA), the project qualifies for the Categorical Exemption under Section 15061(b)(3) – Common Sense Exemption and Class 3, Section 15303 (New Construction or Conversion of Small Structures).

Recommendation

Find the project exempt from CEQA pursuant to Sections 15061(b)(3) and 15303. Determine that the structure located at 250 Saint Albans Avenue does not meet the national, state, or local criteria for historic designation and the project may proceed through the City's development application process.

5. **1121 Milan Avenue, Project No. 2546-COA** – A Certificate of Appropriateness to add a 369 square-foot first floor addition and a 334 square-foot second floor addition to an existing two-story, 2,352 square-foot single-family residence for the property located

at 1121 Milan Avenue (APN: 5318-018-044). 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 15331, Class 31 (Historical Resource Restoration/Rehabilitation).

Recommendation

Find the project exempt from CEQA pursuant to Sections 15301 and 15331. Approve the Certificate of Appropriateness, subject to the conditions of approval.

ADMINISTRATION

6. Comments from City Council Liaison
7. Comments from Commissioners
8. Comments from Subcommittees
9. Comments from Staff

ADJOURNMENT

10. Adjourn to the Regular Cultural Heritage Commission meeting scheduled for July 20, 2023 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>

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.

6/8/2023

Date

matt chang

Matt Chang, Planning Manager