



**CITY OF SOUTH PASADENA  
CULTURAL HERITAGE COMMISSION**

**MINUTES**  
**THURSDAY, FEBRUARY 15, 2024, AT 6:30 P.M.**

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**CALL TO ORDER:**

The Regular Meeting of the South Pasadena Cultural Heritage Commission was called to order by Vice-Chair Lopez on Thursday, February 15, 2024, at 6:30 p.m. The meeting was conducted in person from the Council Chambers located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

|              |                 |
|--------------|-----------------|
| Vice-Chair   | Conrado Lopez   |
| Commissioner | William Cross   |
| Commissioner | Kristin Morrish |
| Commissioner | Jeremy Ding     |

**COUNCIL LIAISON**

|               |              |
|---------------|--------------|
| Mayor Pro Tem | Jack Donovan |
|---------------|--------------|

**ABSENT**

|              |                |
|--------------|----------------|
| Commissioner | Scott Severson |
|--------------|----------------|

**CITY STAFF PRESENT**

Matt Chang, Planning Manager; Lillian Estrada, Administrative Secretary.

**APPROVAL OF AGENDA**

Majority vote of the Commission to proceed with business.

Approved as submitted, 4-0.

**DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

Disclosure by the Commission of site visits and ex-parte contact for Agenda items.

None.

**PUBLIC COMMENT**

**1. Public Comment – General (Non-Agenda Items)**

None. Planning Manager Chang acknowledged receipt of a public comment submitted via email and posted to the City website.

**BUSINESS ITEMS**

**2. Cultural Heritage Commission Reorganization**

Recommendation

Select Chair and Vice-Chair.

**Commission Motion and Action:**

MOVED BY COMMISSIONER MORRISH, SECONDED BY COMMISSIONER DING, to nominate Vice-Chair Lopez to serve as Chair.

**AYES:** Cross, Morrish, Lopez, Ding

**NOES:**

**ABSENT:** Severson

**ABSTAINED:**

***Motion Carried: 4-0***

**Commission Motion and Action:**

MOVED BY COMMISSIONER DING, SECONDED BY CHAIR LOPEZ, to nominate Commissioner Morrish to serve as Vice-Chair.

**AYES:** Cross, Morrish, Lopez, Ding

**NOES:**

**ABSENT:** Severson

**ABSTAINED:**

***Motion Carried: 4-0***

**CONSENT CALENDAR ITEMS**

**3. Minutes from the Regular Meeting of November 16, 2023**

**4. Minutes from the Regular Meeting of December 21, 2023**

Chair Lopez asked for a motion to approve the minutes.

**Commission Motion and Action:**

MOVED BY VICE-CHAIR MORRISH, SECONDED BY COMMISSIONER CROSS, to approve the minutes as submitted.

**AYES:** Cross, Morrish, Lopez, Ding

**NOES:**

**ABSENT:** Severson

**ABSTAINED:**

**Motion Carried: 4-0**

## DISCUSSION

### 5. Certified Local Government (CLG) Annual Report

#### Staff Presentation:

Planning Manager Chang highlighted the benefits and importance of the CLG partnership, including opportunities to compete for grants for future planning needs or land use efforts and other possible funding opportunities. He also detailed and outlined the information required from the Commissioners and the timeline to complete the annual report.

#### Questions for Staff:

Commissioner Ding inquired about a digital version of the CLG Annual Report.

## ADMINISTRATION

### 6. Comments from City Council Liaison:

None.

### 7. Comments from Commissioners:

Commissioner Ding reminded the Commissioners about the upcoming Brown Act training.

### 8. Comments from Subcommittees:

None.

### 9. Comments from Staff:

Planning Manager Chang congratulated the newly appointed Chair and Vice-Chair of the Commission.

Planning Manager Chang reported on the Planning Commission's recent approval of a Conditional Use Permit (CUP) for a live entertainment concert venue at the 1020 El Centro Street (former school district building) which came before the Commission a few years ago.

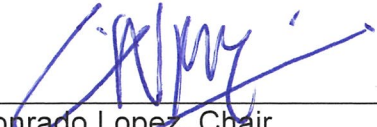
He also spoke about the former Vons Shopping Plaza and reported that it is likely that Trader Joe's will be going into the space, along with an electric vehicle charging station and other new tenants.

**ADJOURNMENT**

**10. Adjourn to the regular Cultural Heritage Commission meeting scheduled for Thursday, March 21, 2024, at 6:30 p.m.**

There being no further matters, Chair Lopez adjourned the Cultural Heritage Commission meeting at 6:47 p.m.

APPROVED,

  
\_\_\_\_\_  
Conrado Lopez, Chair  
Cultural Heritage Commission

  
\_\_\_\_\_  
Date