



**CITY OF SOUTH PASADENA
CULTURAL HERITAGE COMMISSION**

**MINUTES
THURSDAY, MARCH 21, 2024, AT 6:30 P.M.**

CALL TO ORDER:

The Regular Meeting of the South Pasadena Cultural Heritage Commission was called to order by Chair Lopez on Thursday, March 21, 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:

<u>PRESENT</u>	Chair	Conrado Lopez
	Vice-Chair	Kristin Morrish
	Commissioner	William Cross
	Commissioner	Jeremy Ding

<u>COUNCIL LIAISON</u>	Mayor Pro Tem	Jack Donovan
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<u>ABSENT</u>	Commissioner	Scott Severson
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CITY STAFF PRESENT

Dean Flores, Senior Planner; Braulio Madrid, Associate Planner; Tatianna Marin, Planning Technician.

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.

BUSINESS ITEMS

2. Commissioner Introduction

Due to Scott Severson’s absence, this item was continued to the next meeting.

CONSENT CALENDAR ITEMS

3. Minutes from the Regular Meeting of January 18, 2024

4. Minutes from the Regular Meeting of February 15, 2024

Chair Lopez called for a motion to approve the minutes.

Commission Motion and Action:

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

AYES: Cross, Morrish, Lopez, Ding

NOES:

ABSENT: Severson

ABSTAINED:

Motion Carried: 4-0

PUBLIC HEARING

- 5. 1303 Milan Avenue, Project No. 2603-COA** – A request for a Certificate of Appropriateness (COA) for a 253 square-foot first-floor addition, a new 499 square-foot covered porch, and a new 254 square-foot pergola to an existing 3,465 square-foot single-family dwelling for a property located at 1303 Milan Avenue (APN: 5320-026-005). 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.

Commissioner Ding recused himself from this item because he has a financial interest in property within the vicinity of the project.

Staff Presentation

Associate Planner Braulio Madrid gave a PowerPoint presentation.

Questions for Staff

Commissioner Cross inquired about the outside fireplace. Vice-Chair Morrish recommended combining Public Works Conditions of Approval 6 and 12, as they are essentially the same. Chair Lopez asked about the side block wall on the North side.

Applicant's Presentation

None.

Questions for Applicant

Project Manager Emily Burke responded to the Commissioners' questions.

Public Comments

None.

Commissioner Discussion

The Commissioners agreed that it was a well-designed remodel and added good living space. They appreciated the effort to put it all together.

Commission Motion and Action

MOVED BY VICE-CHAIR MORRISH, SECONDED BY CHAIR LOPEZ, to approve the project as submitted. Mandatory Findings and Project Specific Findings 2, the project is appropriate to the scale and size of the neighborhood; Project Finding 3, the project makes a clear distinction between the old and the new part of the house; and 3, the project adds substantial new living space while keeping the house within the context of the neighborhood, can be made. Also, to review and combine Public Works Conditions of Approval 6 and 12 for clarity.

AYES: Cross, Morrish, Lopez,

NOES:

ABSENT: Severson

ABSTAINED:

Motion Carried: 3-0

Commissioner Ding rejoined the meeting.

Chair Lopez recused himself from the meeting for the next project and turned the meeting over to Vice-Chair Morrish.

6. **1128 Garfield Avenue, Project No. TEX24-001** – A request for a Time Extension of a previously approved Certificate of Appropriateness (2462-COA), the scope of which included a 174 square-foot second-floor addition to an existing 3,490 square-foot single-family dwelling for a property located at 1128 Garfield Avenue (APN: 5324-012-039). 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 Time Extension of a previously approved Certificate of Appropriateness (2462-COA), subject to the Conditions of Approval.

Staff Presentation

Senior Planner Dean Flores gave a presentation.

Questions for Staff

The Commissioners inquired about the cause of project delays.

Public Comments

None.

Commissioner Discussion

None.

Commission Motion and Action

MOVED BY COMMISSIONER CROSS, SECONDED BY COMMISSIONER DING, to approve the project as submitted. The project is still exempt from the California Environmental Quality Act.

AYES: Cross, Ding, Morrish

NOES:

ABSENT: Severson

ABSTAINED:

Motion Carried: 3-0

Chair Lopez rejoined the meeting.

ADMINISTRATION

7. **Comments from City Council Liaison**

City Council Liaison Jack Donovan reported on last night's City Council meeting.

8. Comments from Commissioners

None.

9. Comments from Subcommittees

None.

10. Comments from Staff


Senior Planner Flores reported that former Assistant Planner Mackenzie's projects have all been reassigned.

ADJOURNMENT

11. Adjourn to the regular Cultural Heritage Commission meeting scheduled for Thursday, April 18, 2024, at 6:30 p.m.

There being no further matters, Chair Lopez adjourned the Cultural Heritage Commission meeting at 7:17 p.m.

APPROVED,



Conrado Lopez, Chair
Cultural Heritage Commission



Date