



**CITY OF SOUTH PASADENA  
CULTURAL HERITAGE COMMISSION**

**AGENDA  
REGULAR MEETING  
THURSDAY, MARCH 21, 2024 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>

<b>CALL TO ORDER:</b>	Chair	Conrado Lopez
<b>ROLL CALL:</b>	Chair	Conrado Lopez
	Vice-Chair	Kristin Morrish
	Commissioner	William Cross
	Commissioner	Jeremy Ding
	Commissioner	Scott Severson
<b>COUNCIL LIAISON:</b>	Mayor Pro Tem	Jack Donovan

**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 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](mailto: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)****BUSINESS ITEMS****2. Commissioner Introduction****CONSENT CALENDAR ITEMS****3. Minutes from the Regular Meeting of January 18, 2024****4. Minutes from the Regular Meeting of February 15, 2024****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 Ave (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**

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

- 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**

Finding 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.

**ADMINISTRATION**

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

**ADJOURNMENT**

11. Adjourn to the Regular Cultural Heritage Commission meeting scheduled for April 18, 2024 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.*

3/14/2024

Date

A handwritten signature in black ink, appearing to read 'Sandra Robles', written over a horizontal line.

Sandra Robles, Associate Planner