

*City of South Pasadena*  
**CULTURAL HERITAGE COMMISSION**

\*\* SPECIAL MEETING \*\*

**Thursday November 12, 2015 at 7:00 P.M.**  
**City Council Chambers, 1424 Mission Street**

James McLane (Chair), Deborah Howell-Ardila (Vice-Chair), West J. De Young, Robert Conte, Steven Treffers  
Richard D. Schneider M.D., Council Liaison  
John Mayer, Staff Liaison

**PUBLIC COMMENT & PRESENTATIONS**

**RECOMMENDED  
ACTION**

1. Time reserved for those in the audience who wish to address the Commission. No immediate action can be taken on non-agenda items, but the Commission may agendaize any of the items for future discussion.

**PRESENTATION**

**RECOMMENDED  
ACTION**

**2. Draft Preservation Ordinance:**

Since 1992, the City's Historic Preservation Ordinance has been an effective tool for implementing the City's preservation efforts. However, it has several deficiencies and lacks clarity about how the Cultural Heritage Commission (CHC) processes preservation activities. The CHC has reviewed the current ordinance and tailored a new draft ordinance that will help property and business owners gain a clear understanding of the CHC's purpose and its processes. It will also help the CHC with its decision making. The main purpose of this revised preservation ordinance is to strengthen the City's legal framework needed to assure continued protection of its historic character and scale.

The Commission will hear a presentation from staff regarding the revised ordinance.

The public will be invited to comment on the proposed ordinance.

The Commission will comment on the public input and will place this item on the next regularly scheduled meeting agenda of November 19, 2015 where a recommendation will be made to the City Council.

The proposed changes and information about how the draft ordinance benefits historic preservation in South Pasadena may be found on-line at [www.southpasadenaca.gov/chcordinance](http://www.southpasadenaca.gov/chcordinance). Comments and questions from the public are welcome.

Receive and File  
Public Comment

**ADJOURNMENT**

**RECOMMENDED  
ACTION**

3. Adjourn to the regularly scheduled meeting of November 19, 2015 at 6:45 p.m.

Adjourn

*Project plans and related documents are on file in the Planning & Building Department and available for public review. Any person who has a question concerning the nature of an agenda item may call the Planning &*

Building Department at (626) 403-7220.

NOTICE

**General:** Pursuant to South Pasadena Ordinance No. 2001, the above projects have been scheduled to appear before the South Pasadena Cultural Heritage Commission. The date, time, and location of the meeting are indicated on this agenda.

**Contents:** The contents of this agenda provide information prescribed by §65094 of the Government Code. The Planning and Building Department does not assume any liability to the accuracy of the project description provided. The project description provided is based on application information initially submitted. Reviews may require material change to the initial submittal, which may or may not be reflected on subsequent agendas. Agenda errors and omissions may not necessarily invalidate the occurrence of any scheduled meetings. The project description may not include information such as exterior finishes, method of construction, extent of demolition, or architectural style. Interested or affected party may review the design materials either at the Planning and Building Department at 1414 Mission Street, South Pasadena, and submit written comments regarding any of the above projects to the Department and/or attend the Cultural Heritage Commission meeting and comment on the projects at the meeting.

**Noticing:** This agenda is provided in accordance with the noticing requirements of the ordinance. All continued items are posted on subsequent agendas for the Cultural Heritage Commission renders a continuous period of 60 days or until such decisions. The 60-day review period in which projects expire is indicated below the review type. Future notices are not provided for any continued items. Notices may not be provided for a new item continued to a subsequent meeting due to a lack of quorum. A decision on a project not rendered by the Cultural Heritage Commission after 60 days shall be forwarded to the Planning Commission for action or considered as inactive and removed from the agenda with no further action. Under certain circumstances and upon agreement between the Planning and Building Department and the applicant, the Cultural Heritage Commission may continue to review a project after 60 days if material changes to the initial project warrant additional review. The additional review period is subject to initial noticing requirement. Notices may not be provided for projects approved with a condition that they are resubmitted prior to permit issuance. It is the responsibility of any interested party to be kept updated and informed as to the progression of any of the projects listed above.

**Appeals:** Any person who owns real property or resides within 300 feet of any of the above projects aggrieved by a decision rendered by the Cultural Heritage Commission for the above projects may appeal the decision before the South Pasadena Planning Commission. Appeals must be filed within 15 calendar days of the Board’s decision. Appeals should be filed with the Planning and Building Department. Instruction on appeals, forms, and fee schedule may be obtained at the South Pasadena Planning and Building Department, 1414 Mission Street, South Pasadena.

**Meeting:** Please plan to attend the meeting earlier than your scheduled time, as some projects may require less time than their allotted 15 minute discussion.

STATE OF CALIFORNIA )  
CITY OF SOUTH PASADENA ) SS  
COUNTY OF LOS ANGELES )

**AFFIDAVIT OF POSTING**

*I declare under penalty of perjury that I am employed by the City of South Pasadena in the Planning & Building Department, and that I posted this notice on the courtyard bulletin board at City Hall on the date indicated below.*

11/06/2015

Date

Signature

**Accommodations**

Meeting facilities are accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Planning and Building Department at (626) 403-7220. Hearing assistive devices are available in the Council Chambers. Notification at least 72 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)