



**City of South Pasadena  
Planning and Community  
Development Department**

# Memo

**Date:** March 18, 2021

**To:** Chair and Members of the Cultural Heritage Commission

**From:** Kanika Kith, Planning Manager

**Prepared By:** Kanika Kith, Planning Manager

**Re:** Additional Document No. 2 for **Item No. 2** –1534 Ramona Avenue (Project No. 2349-COA) – Revised Conditions and Public Comments

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## Revised Conditions

The applicant, Holy Family, has requested several conditions of approval (PL-11, PL-12f through PL-12j) that were provided in the agenda packet be removed. In discussion with the applicant, it was merely a misinterpretation of the conditions and therefore, staff revised the conditions for clarification purpose so that the applicant and staff implementing the conditions will have the same understanding. The revised conditions of approval is included as **Attachment 1**.

The following major revisions were made:

- Created a set of conditions for Phase 2 (see revised Condition PL-12 in Attachment 1). The applicant expressed a desire to proceed forward with installation of the concrete walkway and landscape for the front yard as soon as possible, and would like the relocation of the existing wood fence, landscape improvements along the fence on Oak Street, and a new pergola entry to be part of Phase 2. Previous Conditions PL-11 and PL-12h were moved to Phase 2. The improvements identified in Phase 2 are only required if and when the applicant alters the property in this area of the Phase 2 improvements.
  - Revised and moved previous Condition PL-11 relating to historic stairs on Oak Street to be part of Phase 2 (see revised Condition PL-12a). The condition was revised to require the applicant to preserve and protect the existing historic stairs in place while performing Phase 2.
  - Moved previous Condition PL-12h relating to new side yard fence and pergola entry on Oak Street to Phase 2 (see revised Condition PL-12b).
- Remove language requiring compliance with the City's Water Efficient Landscape Ordinance (SPMC Section 35.50) as this project qualify for exemption from this ordinance. Per Section 36.330.020(A)(2)(b), the Water Efficient Landscape Ordinance does not apply to landscaping for

any property listed on the Cultural Heritage Inventory where the Cultural Heritage Commission determines that the landscaping is a contributing element of the cultural resource.

The project was continued to develop a landscape plan appropriate for a residential property and to be in keeping with the historic character of the subject property and the Ramona Craftsman Historic District. If the Commission approves the landscape design, the Commission would be making the determination that the proposed landscaping is a contributing element of the cultural resource and would not be subject to the City's Water-Efficient Landscape Ordinance.

### **Applicant's Review of Revised Conditions**

The revised set of conditions was shared with the applicant and the applicant is in opposition to the following revised conditions:

PL-11e. Include Craftsman style pedestals on both sides of the walkway at the entrance to the porch fronting Ramona Avenue. Detailed design shall be provided and approved prior to installation.

PL-11h. Simplify the pathway design and landscaping at the secondary entrance off Oak Street; any rock edging or rock groundcover is to be removed from the landscape and irrigation plans.

Staff finds that the two conditions that the applicant is in opposition to relates to minor design features which are at the discretion of the Commission to consider. If the Commission determines that these design features are not historically significant, then Commission may ask to remove them when making a motion.

### **Public Comments**

In addition to the previous public comments provided in Additional Document No. 1 for this project, seven additional written public comments and three verbal comments were received in support of the proposed landscape plan. Written comments were received from the following people:

1. Jane Jackson
2. Ann Kimball (support without conditions)
3. Robert Barrone (support without conditions)
4. Mary-Elizabeth Ohde (support without conditions)
5. Henry Provenico (support without conditions)
6. Don O'Connor (support without conditions)
7. Catalina Serrano

Verbal comments submitted will be played during the meeting and can be heard by clicking on this [link](#).

### **Attachments:**

1. Revised Conditions of Approval
2. Written Public Comment
3. Verbal Public Comment

**ATTACHMENT 1**  
Revised Conditions of Approval

**CONDITIONS OF APPROVAL**  
**PROJECT NO. 2349-COA**  
**1534 Ramona – Front Yard Landscape Improvements**

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**PLANNING DIVISION**

**General Conditions**

- PL-1. The following approvals are granted as described below and as shown on the conceptual landscape plans [\(Figure 1\)](#) submitted to and approved by the Cultural Heritage Commission on March 18, 2021:
- a. **Certificate of Appropriateness** for reconstruction of the original concrete walkway and landscape improvements in the front yard, outside the fence along Oak Street, and in the public right of way along Ramona and Oak.
- PL-2. This approval and all rights hereunder shall terminate within 18 months of the effective date of their approval by the Cultural Heritage Commission unless otherwise conditioned and/or unless action is taken to secure Building Permits and maintain active Building Permits with the Building Division beginning with the submittal of the plans for Plan Check review.
- PL-3. Approval by the Cultural Heritage Commission does not constitute a building permit or authorization to begin any construction. All appropriate permits issued by the South Pasadena Public Works Department and Building Division must be obtained prior to construction, enlargement, relocation, conversion or demolition of any building or structure on any of the project site.
- PL-4. All other requirements of any law, ordinance, or regulation of the State of California, City of South Pasadena, and any other government entity shall be complied with.
- PL-5. Compliance with and execution of all conditions listed herein shall be necessary prior to obtaining any clearance.
- PL-6. The applicant and each successor in interest to the property which is the subject of this project approval, shall defend, indemnify and hold harmless the City of South Pasadena and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul any approval of the City, City Council or City Planning Commission concerning this approval.
- PL-7. The applicant shall be responsible for all costs incurred by the City for the use of professional services or consultants in the review and investigation by Planning and Public Works, which include landscape plans. The initial Building Construction plan check fee will cover the initial plan check and one recheck only. Additional review required beyond the first recheck shall be paid for on an hourly basis in accordance with the current fee schedule. The applicant shall deposit monies into an approved

project account from which the City shall draw funds to pay for said professional services.

### Notes on Final Landscape and Irrigation Construction Plans

The following conditions shall be noted on the construction plans and the contractor shall be responsible to implement and monitor compliance with these conditions:

- PL-8. The construction site and the surrounding area, including sidewalks, parkways, gutters, and streets, shall be kept free of all loose materials resembling trash and debris in excess of that material used for immediate construction purposes at all times. Such debris shall be removed immediately from the street to prevent road hazards or public health related issues.
- PL-9. The hours of all construction activities shall be limited to the following: 8:00 am and 7:00pm Monday through Friday, 9:00am and 7:00pm Saturday, and construction on Sundays limited to 10:00am to 6:00pm.
- PL-10. Samples of the main entrance walkway concrete shall be poured for review and approval by the Chair of the Cultural Heritage Commission prior to installation of the walkway.

### Prior to Issuance of any Permit

~~PL-11. The applicant shall work with the Cultural Heritage Commission Subcommittee (Chair Thompson and Commissioner Cross) to explore the possibility of restoring the existing historic stairs on Oak Street as an alternative entrance from the sidewalk on Oak Street.~~

~~PL-12.~~ PL-11. The applicant shall submit final landscape and irrigation plans showing that low water turf, shrubs, and trees will be used while respecting the house's historic landscape setting, compliance with state law and the City's Water Efficient Landscape Ordinance (SPMC Section 35.50) and include the changes listed below, for approval by the Director of Planning and Community Development and the Cultural Heritage Commission Subcommittee (Chair Thompson and Commissioner Cross). The final landscape plans shall include the following changes for Phase 1 (front yard improvements):

- a. Screening of all above ground equipment from public view.
- b. Show location, trunk size, and driplines of all existing trees on site and in the public right-of-way.
- c. In the front yard landscaping, shrub species shall be limited to dwarf species or other species with a typical maximum height of no more than three-to-four feet so that they will not obstruct the visibility of the historic home. This includes the west elevation facing Ramona.

- d. The main entrance concrete walkway shall be formulated to match the design of the historic walkway. Installation of the concrete walkway shall not be performed without approval from the Chair of the Cultural Heritage Commission.
- e. Include Craftsman style pedestals on both sides of the walkway at the entrance to the porch fronting Ramona Avenue. Detailed design shall be provided and approved prior to installation.
- f. ~~Remove the proposed~~ The circular planting area near shown in the proposed conceptual landscape plan shall be located underneath the existing Chinese Elm tree in the front yard, ~~to not interrupt the open lawn appearance to conform with the historic conditions described in DPR form 523.~~
- g. ~~Simplify the p~~lanting on the corner of Oak and Ramona shall use shrub species that are limited to dwarf species or other species with a typical maximum height of no more than three to four feet to maximize visibility of the front yard and historic home.
- ~~h. The new side yard fence shall be dual-facing and feature a Craftsman style pergola entry. Design and location of the fence and pergola entry on Oak Street shall be approved by the Subcommittee prior to installation.~~
- ~~i. Simplify the pathway design and landscaping around at the rear secondary entrance off Oak Street; any rock edging or rock groundcover is to be removed from the landscape and irrigation plans.~~
- ~~j. Landscape planting improvement shall include perimeter and the parkway area landscape along the frontage of the subject property on both Ramona and Oak Street, up to the driveway, outside of the fence.~~

PL-12. The following design features shall be included, reviewed and approved by the Subcommittee and Director of Planning and Community Development as part of Phase 2. The improvements identified in Phase 2 are only required if and when the applicant alters the property in the area of the Phase 2 improvements.

- a. Protect and preserve in place the existing historic stairs located between the existing wood fence and the sidewalk on Oak Street.
- b. The new side yard fence along Oak Street shall be dual-facing and feature a Craftsman-style pergola entry. Design and location of the pergola entry on Oak Street shall be approved by the Subcommittee prior to installation.
- c. Existing fence return on Oak Street shall be relocated as shown on the proposed conceptual landscape plan to provide full view of the south elevation of the historic house.

d. Landscape improvements shall include perimeter landscape between the fence and the sidewalk, including the landscape design in front of the new pergola entry, along Oak Street to the driveway,

### **Prior to Final Inspection**

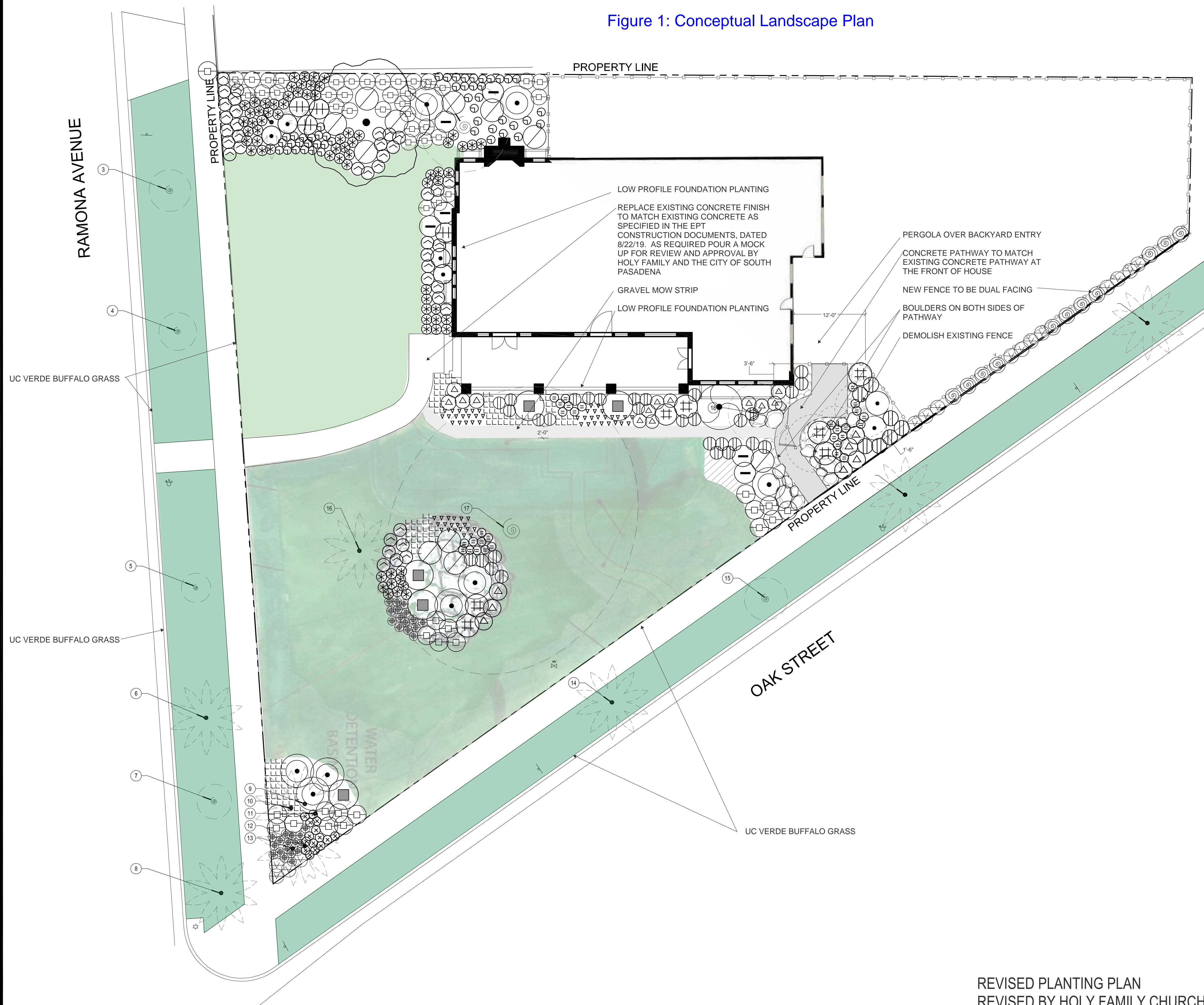
PL-13. The applicant shall install all landscaping and irrigation per the approved final landscape plans. For each Phase, the applicant shall provide: documentations as required under SPMC Section 35.50, which shall include, but not limited to the following:

a. A Certification of Completion certifying that landscape and irrigation have been installed per the approved final landscape plan and irrigation plan. and complies with the City Water Efficient Landscape Ordinance.

b.a. A Landscape Irrigation Audit Report from a certified landscape irrigation auditor shall be submitted to the City. The landscape irrigation audit shall not be conducted by the person who designed the landscape or installed the landscape irrigation.

NOTE:  
TREE REMOVAL PERMIT BY OWNER

Figure 1: Conceptual Landscape Plan



PLANTING LEGEND: Trees					
SYMBOL	NAME	SIZE	QTY	WATER REQ.	DETAIL
	AESCLUSUS CALIFORNICA CALIFORNIA BUCKEYE	48" BOX	3	LOW	B / L3.51
	CERCIS OCCIDENTALIS WESTERN REDBUD	36" BOX	2	LOW	B / L3.51
	CITRUS LIMON 'MEYER' DWARF MEYER LEMON	24" BOX	2	MOD	B / L3.51
	PUNICA GRANATUM POMEGRANATE TREE	36" BOX	1	LOW	B / L3.51
	EXISTING TREE PROTECT IN PLACE	-	-	-	-
	EXISTING PALM TREE PROTECT IN PLACE	-	-	-	-

PLANTING LEGEND: Shrubs						
SYMBOL	NAME	SIZE	QTY	WATER REQ.	DETAIL	NOTES
	ABUTILON PALMERI INDIAN MALLOW	5 GAL	11	LOW	A & C / L3.51	-
	ARCTOSTAPHYLOS GLAUCA BIG BERRY MANZANITA	15 GAL	1	V. LOW	A & C / L3.51	-
	ARCTOSTAPHYLOS 'PACIFIC MIST' PACIFIC MIST MANZANITA	5 GAL	10	LOW	A & C / L3.51	-
	BACCHARIS FILULARIS 'PIGEON POINT' DWARF COYOTE BRUSH	15 GAL	6	LOW	A & C / L3.51	-
	BERBERIS REPENS CREEPING BARBERRY	1 GAL	55	MOD	A & C / L3.51	-
	CALYCANTHUS OCCIDENTALIS SPICE BUSH	15 GAL	1	MOD	A & C / L3.51	-
	CARPINTERIA CALIFORNICA BUSH ANEMONE	15 GAL	5	MOD	A & C / L3.51	-
	CEANOTHUS 'CONCHA' CALIFORNIA MOUNTAIN LILAIC	15 GAL	2	LOW	A & C / L3.51	-
	CEANOTHUS GRISEUS 'YANKEE POINT' CARMEL MOUNTAIN LILAC	5 GAL	3	MOD	A & C / L3.51	-
	ERIOGONUM FASCICULATUM CALIFORNIA BUCKWHEAT	1 GAL	57	V. LOW	A & C / L3.51	-
	ERIOGONUM GRANDE VAR. RUBESCENS REDFLOWERED BUCKWHEAT	1 GAL	23	LOW	A & C / L3.51	-
	FESTUCA CALIFORNICA CALIFORNIA FESCUE	1 GAL	113	LOW	A & C / L3.51	-
	JUNCUS PATENS COMMON RUSH	1 GAL	46	LOW	A & C / L3.51	-
	LEYMUS TRITICOIDES CREEPING WLD RYE	1 GAL	71	LOW	A & C / L3.51	-
	PENSTEMON 'MARGARITA B.O.P.' FOOTHILL PEVSTEMON	1 GAL	27	LOW	A & C / L3.51	-
	RHAMNUS CALIFORNICA 'LITTLE SUR' LITTLE SUR COFFEEBERRY	15 GAL	40	LOW	A & C / L3.51	ADD ALTERNATE BID FOR 5 GAL
	RIBES SPECIOSUM FUSCHIA FLOWERING GOOSEBERRY	15 GAL	13	MOD	A & C / L3.51	-
	SALVIA 'ALLELE CHICKERING' ALLEN CHICKERING SAGE	5 GAL	29	LOW	A & C / L3.51	-
	SALVIA APIANA WHITE SAGE	1 GAL	4	LOW	A & C / L3.51	-
	SALVIA 'BEES BLISS' BEES BLISS SAGE	5 GAL	16	LOW	A & C / L3.51	-
	SALVIA LEUCOPHYLLA PURPLE SAGE	5 GAL	16	LOW	A & C / L3.51	-
	SALVIA SPATHACEA HUMMINGBIRD SAGE	1 GAL	31	MOD	A & C / L3.51	-
	SPOROBOLUS AIROIDES ALKALI SACATON	1 GAL	8	LOW	A & C / L3.51	-
	VITIS CALIFORNICA 'ROGER'S RED' ROGER'S CALIFORNIA GRAPE	5 GAL	4	LOW	A & C / L3.51	-

PLANTING LEGEND: Groundcover					
SYMBOL	NAME	SIZE	AREA SQ. FT.	WATER REQ.	DETAIL
	ACHILLEA MILLEFOLIUM COMMON YARROW	1 GAL @ 18" O.C.	531	LOW	A & C / L3.51
	HEUCHERA MAXIMA ISLAND ALUM ROOT	1 GAL @ 18" O.C.	65	MOD	A & C / L3.51
	IRIS DOUGLASSIANA DOUGLASS IRIS	1 GAL @ 18" O.C.	69	MOD	A & C / L3.51
	DEL RIO GRAVEL	Ø 3/8"	427	-	-
	METAL HEADER. MODEL: BORDER KING. MANUFACTURER: BORDER CONCEPTS.	LINEAR FEET	226	-	D / L3.51
	DECOMPOSED GRANITE. 2" MIN. DEPTH. DESERT GOLD BY SOUTHWEST BOULDER & STONE OR APPROVED EQUAL	-	1,578	-	-
	RAISED REDWOOD PLANTER BOX. CLEAR GRADE LUMBER. FINISH: SANDED. LUMBER SHALL NOT BE STAINED.	30" x 48"	-	-	-

REVISED PLANTING PLAN  
REVISED BY HOLY FAMILY CHURCH  
SK210215-01



# **ATTACHMENT 2**

## **Written Public Comments**

**From:** [akimball](#)  
**To:** [PlanningComments](#)  
**Subject:** 1534 Ramona Avenue Property  
**Date:** Wednesday, March 17, 2021 12:59:37 PM

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**CAUTION:** This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

My name is Ann Kimball and I am a long-time resident of South Pasadena. I have looked at the landscaping design for 1534 Ramona Avenue and I support its implementation without conditions.

**From:** [Catalina Serrano](#)  
**To:** [PlanningComments](#)  
**Subject:** Holy family church landscaping  
**Date:** Wednesday, March 17, 2021 8:14:52 PM

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CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

My name is Catalina Serrano, I am a resident/homeowner of south Pasadena. I am also a parishioner of holy family church. I am writing to you because I am very disappointed in the way you are handling the approval of the landscaping that holy family church has submitted to you. I love it and know this will make our church beautiful I ask that you approve it and stop wasting holy family church time and money. There was other issues in the city of south Pasadena that you need to focus your time and energy to make our city better  
Sincerely

Catalina Serrano

Sent from my iPhone

**From:** [Don O'Connor](#)  
**To:** [PlanningComments](#)  
**Cc:** ["Cambria Tortorelli"; "Karen O'Connor"](#)  
**Subject:** 3/18 Meeting: Agenda Item -- Holy Family Church Proposed Landscaping Plans  
**Date:** Wednesday, March 17, 2021 5:07:17 PM

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To Cultural Heritage Commission:

My wife and I are longtime South Pasadena residents (22 years) and longtime parishioners of Holy Family parish. We have owned our home one block away from the 1534 Ramona Ave property at [REDACTED] where we have raised our two children and attended Holy Family church.

We strongly urge the Planning Department and Cultural Heritage Commission to approve Holy Family's plans without additional conditions.

Thank you for the opportunity to hear our support of this project.

I will also call and leave a verbal message for the commission.

Don & Karen O'Connor

Don O'Connor  
[REDACTED]  
[REDACTED]



**From:** [Henry Provencio](#)  
**To:** [PlanningComments](#)  
**Cc:** [REDACTED]  
**Subject:** Landscape Plans for 1534 Ramona Av  
**Date:** Wednesday, March 17, 2021 4:06:22 PM

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I have reviewed the proposed plans for the landscaping of the front yard at 1534 Ramona Av and believe that they are very appropriate for this location and that they fit into the overall look of the neighborhood. I have noticed that this yard has been in its present condition for a long period of time and I believe it should be completed.

I would recommend that the CHC approve these plans without conditions.

I am a resident of South Pasadena:

Henry Provencio  
[REDACTED]  
[REDACTED]

**From:** [Jane Jackson](#)  
**To:** [PlanningComments](#)  
**Subject:** Holy Family's Romona Street Landscape project  
**Date:** Wednesday, March 17, 2021 12:58:39 PM  
**Attachments:** [image001.png](#)

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To whom it may concern:

My name is Jane and I am a lifelong parishioner of Holy Family Church. I am very dismayed that you have stopped the well thought-through plan for 1534 Ramona due to the complaints of surrounding neighbors. Why do they have any say to begin with? Should I ask to see the landscaping plans for their front yards?

Holy Family should be allowed to proceed with the plans they have especially due to the safety hazards that exist due to the stoppage.

Thank you.



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**JANE JACKSON**  
**Director, The Founders**

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**From:** [REDACTED]  
**To:** [PlanningComments](#)  
**Subject:** 1534 Ramona Street South Pasadena  
**Date:** Wednesday, March 17, 2021 3:46:15 PM

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My name is Mary-Elizabeth Ohde and I am currently a home owner in South Pasadena California. I ask that you unconditionally support the landscaping plans for the house on the NE corner of Ramona and Oak. I have seen the beautiful plans and approve of them without conditions. Please do the same. Thank you and will look for your approval tomorrow.  
[Sent from Yahoo Mail on Android](#)

**From:** [REDACTED]  
**To:** [PlanningComments](#)  
**Subject:** March 18, 2021 meeting, Agenda Item #2, 1534 Ramona Avenue/Project No. 2339-COA  
**Date:** Wednesday, March 17, 2021 3:18:20 PM

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Dear Cultural Heritage Commission and City Planning Department,

As a 28 year resident of South Pasadena, I appreciate the work commission does. I am also a parish member of Holy Family Church, who has served this community faithfully for close to 100 years. It is my considered opinion that the Church always has the best interests of the community and their immediate neighbors at heart. I have seen the plan that has been submitted, and as this is a beautiful design, I fully support the design and urge the Cultural Heritage Commission and the City Planning Department to approve the design as submitted WITHOUT CONDITIONS.

Sincerely,

Robert Barrone

[REDACTED]  
South Pasadena, CA 91030



# **ATTACHMENT 3**

Verbal Public Comments

([Click Here](#))