

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

Thursday, September 19, 2013 6:45 P.M.

Council Chambers, 1424 Mission Street

Robert Conte (Chair), John Lesak (Vice-Chair), West J. De Young, James McLane, Deborah Howell-Ardila

Michael Cacciotti, Council Liaison

John Mayer, Staff Liaison

**PUBLIC COMMENT & PRESENTATION**

**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.

2. **2013 Annual Heritage Preservation Awards**

Awards will be presented to this year's nominees for outstanding achievement and honorable mention for preservation projects completed in South Pasadena this year.

South Pasadena  
Preservation  
Foundation to  
Present Awards

**CONTINUED APPLICATIONS**

**RECOMMENDED ACTION**

3. **820 Milan Avenue**  
**Applicant: Tom Nott, Architect**  
**Project #: 1589-COA**

**Project Description:**

A request for a Certificate of Appropriateness for changing the wood post on the front porch and on the second story balcony within the front of the house. The project was recently granted a Certificate of Appropriateness on February 21, 2013 for a 9 sq. ft. addition, and exterior changes, replacing wood siding panels with James Hardie board panels and replacing stucco siding with James Hardie board panels.

Discuss and Determine  
Appropriateness

4. **613 Meridian Avenue**  
**Applicant: Joe Venegas, Home Owner**  
**Project #: 1600-COA/DRX**

**Project Description:**

A request for a Certificate of Appropriateness and Design Review approval for a front and rear addition to an existing two story home, as well as construction of a new detached 2-car garage with a 196 square foot attached accessory structure. The proposed addition to the front of the house consists of the rebuilding and enlarging of the existing front entry porch, adding 109 square feet and extending it along the front façade, while adding a second floor deck above the front porch. An existing sleeping porch located at the northeast corner of the house is proposed to be enclosed and converted into a bathroom. The proposed rear addition consists of 652 square foot two story addition. Proposed exterior materials consist of lap siding and asphalt shingle roof to match the existing house, and wood dual paned windows.

Discuss and Determine  
Appropriateness

**NEW ITEMS**

**RECOMMENDED ACTION**

5. **1917 Oak Street**  
**Applicant: Ron Louie, Applicant**  
**Project #: 1631-COA/DRX**

**Project Description:**

A request for Certificate of Appropriateness for a 851 sq. ft. single story addition and a 811 sq. ft. two story addition onto an existing 3,050 two story Georgian Revival style house on a 19,340 sq. ft. lot. The single story addition will consist of expanding the family room and the kitchen. The second story addition will consists of a bedroom, a master bedroom with master bathroom and master closet. The exterior materials for the addition will match the existing. The roof will consist of asphalt shingles and the siding will be stucco. The addition portion will consist of new dual glaze double pane wood windows.

Discuss and Determine Appropriateness

**6. 1738 Virginia Place**

**Applicant: Jesse Hurtado, Applicant**

**Project #: 1633-COA/DRX**

**Project Description:**

A request for Certificate of Appropriateness for a 309 sq. ft. single story addition and a new 152 sq. ft. second story addition. The site consists of an existing 1,288 sq. ft. single story Craftsman style house on a 5,000 sq. ft. lot. The single story addition will consist of a new kitchen and the new second story addition will consist of a new bedroom with bathroom. The exterior materials will match the existing; asphalt shingles and wood siding. New double hung wood windows are proposed for the addition portion.

Discuss and Determine Appropriateness

**NEW BUSINESS**

**RECOMMENDED ACTION**

**7. Review Criteria for Certificates of Appropriateness**

Jennifer Trotoux, an architectural historian from Architectural Resources Group in Pasadena will present a talk about the issues of character-defining features and integrity thresholds related to the various types of alterations that the Cultural Heritage Commission encounters.

Discuss

**8. 630 Stratford Avenue**

Mr. Hugh Maguire is requesting a conceptual review for a proposal to add a two-story addition to a single story, 1,181 square foot Colonial Revival/Craftsman style home that has a rating of 5S3. The Commission will only provide comment on this proposal; there will be no decisions made tonight.

Discuss/Provide Feedback

**9. Historic Preservation Ordinance**

The Commission will review and comment on the “definitions” section of the draft historic preservation ordinance.

Discuss and Provide Edits

**COMMUNICATIONS**

**RECOMMENDED ACTION**

10. Comments from Council Liaison

Comment

11. Comments from Commission

Comment

12. Comments from South Pasadena Preservation Foundation Liaison

Comment

13. Comments from Staff

Comment

**APPROVAL OF MINUTES**

**RECOMMENDED ACTION**

- 14. Minutes of the regular meeting of November 15, 2012 Approve
- 15. Minutes of the regular meeting of January 20, 2013 Approve
- 16. Minutes of the regular meeting of June 20, 2013 Approve
- 17. Minutes of the regular meeting of July 18, 2013 Approve
- 18. Minutes of the regular meeting of August 15, 2013 Approve

**ADJOURNMENT**

**RECOMMENDED ACTION**

- 19. Adjourn to the next meeting on November 17, 2013 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.*

9/11/13

Date

A handwritten signature in black ink, appearing to be 'J. V. H.', written over a horizontal line.

Signature