



**MINUTES OF THE SPECIAL MEETING OF THE
CITY COUNCIL OF THE CITY OF SOUTH PASADENA CONVENE
D THIS 19th DAY OF NOVEMBER 2014, AT 6:30 P.M.
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS
1424 MISSION STREET**

1. ROLL CALL

Mayor Khubesian convened the Special Meeting of the South Pasadena City Council at 6:38 p.m.

Present were City Councilmembers Mahmud, and Schneider; Mayor Pro Tem Joe; and Mayor Khubesian. Councilmember Cacciotti arrived at 6:49 p.m.

Absent: None.

Other Officials and staff present: City Manager Gonzalez; City Attorney Highsmith; Planning and Building Director Watkins; Senior Planner Mayer; City Clerk Zneimer; and Chief Deputy City Clerk Hall.

2. PUBLIC COMMENTS

Mayor Khubesian opened the Public Comments section.

There being no comments, Mayor Khubesian closed the Public Comments section.

**3. PRESENTATION AND DISCUSSION OF A DRAFT CULTURAL HERITAGE
COMMISSION HISTORIC PRESERVATION ORDINANCE IN THE CITY
OF SOUTH PASADENA**

Senior Planner Mayer presented the Cultural Heritage Commission's (CHC) Historic Preservation Ordinance (HPO) as part of a PowerPoint presentation and responded to City Councilmembers' questions.

In response to Councilmember Cacciotti's question, Senior Planner Mayer indicated there were approximately 15 current Mills Act contracts and that a retroactive provision to issue a "Notice of Nonrenewal" in six years would be added to the current contracts.

Councilmember Mahmud recommended the following modifications to the proposed

HPO: 1) Move definitions to the front section of the HPO; 2) Section 2.58B Purpose, Subsection (a)(3) - Revise "...cultural landscape elements..." to more specific language; 3) Identify CHC membership; 4) Provide clarification of City Council approval of the advisory panel and its members under "Section 2.61 Powers and Duties, Subsection (a) General Powers;" 5) Define capitalized terms and clarify other terms that are defined for consistency; and 6) Ensure Cultural Heritage Inventory (CHI) list is posted on City website.

In response to Councilmember Mahmud's question, Senior Planner Mayer stated the environmental analysis threshold is determined within the first 30 days of receipt of an application.

Councilmember Mahmud questioned the HPO's emphasis on using the same materials for windows as defined under "Section 2.64 Certificate of Appropriateness – Alteration and Demolition, Minor Project Review." Councilmember Mahmud recommended that the use of materials having the same appearance as original windows be considered for minor projects.

John Lesak, Chair, CHC, discussed the federal and state frameworks that the CHC abides by. He reviewed the standards to preserve historic buildings as follows: 1) Identify historic characteristics of the building; 2) Retain historic elements and characteristics of the environment; 3) Repair; and 4) Replace. Chair Lesak explained the replacement of windows would not be the first option according to the standards.

Robert Conte, Commissioner, CHC, stated original windows are often a key feature of the building and that the CHC is very sensitive to this aspect.

Councilmember Mahmud recommended clarifying the emergency provisions of the HPO.

In response to Councilmember Schneider's question, Senior Planner Mayer stated it was not a requirement for realtors to disclose that a property is historic or under a Mills Act contract.

In response to Mayor Pro Tem Joe's questions, Senior Planner Mayor confirmed that properties listed on the CHI are subject to comply with a California Environmental Quality Act (CEQA) review, homeowners would be financially responsible for structural engineering assessments, and the proposed HPO would bring the City up to date.

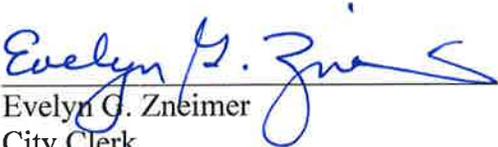
Deborah Howell-Ardila, Commissioner, CHC, discussed the CEQA process.

In response to Councilmember Cacciotti's inquiry, Senior Planner Mayer indicated that other surrounding cities do not have an HPO.

By consensus, the City Council directed staff to agendize the first reading of the HPO to a future City Council Meeting.

ADJOURNMENT

Mayor Khubesrian adjourned the Special Meeting of the South Pasadena City Council at 7:31 p.m.


Evelyn G. Zneimer
City Clerk


Marina Khubesrian, M.D.
Mayor

Minutes approved by the South Pasadena City Council on December 3, 2014.