

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

**Tuesday, January 10, 2012 6:45 P.M.**

Council Chambers, 1424 Mission Street  
John Lesak (Vice-Chair), Robert Conte, West J. De Young, James McLane  
Marina Khubesrian, M.D., Council Liaison  
John Mayer, Staff Liaison

**NON-AGENDA PUBLIC COMMENT PERIOD**

**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.

**CONTINUED APPLICATIONS**

**RECOMMENDED  
ACTION**

2. **1708 La Senda Place<sup>1</sup>**  
**Applicants: Eric Lin, Designer**  
**Project #: 1492-COA**  
**Project Description:**

A request for a Certificate of Appropriateness for a 341 sq. ft. single story addition to an existing 1,042 sq. ft. single story, Craftsman/Colonial house on a 5,950 sq. ft. lot. The addition will consist of a 261 sq. ft. master bedroom with a master bathroom. The addition will be located in the rear of the property. The materials will consist of Hardi board siding and aluminum clad windows. An 80 sq. ft. addition is proposed on the south elevation. The addition will expand the existing kitchen. The roofing materials will be composition shingles to match the existing. A 224 sq. ft. detached garage is being proposed to be demolished. A new 434 sq. ft. detached garage is being proposed. The siding materials will consist of reusing the wood siding with new wood siding to match the existing garage.

Discuss and Determine  
Appropriateness

The project will consist of removing a 21" diameter Avocado tree. The Avocado tree is located within the rear addition area. If the Cultural Heritage Commission approves this project, the Natural Resources and Environmental Commission (NREC) would then review the proposal to remove the tree at a future meeting.

3. **1040 Garfield Avenue**  
**Applicants: Jay Martinez, Homeowner**  
**Project #: 1484-COA**  
**Project Description:**

A request for a Certificate of Appropriateness for the approval of the unpermitted garage conversion into 631 sq ft living area within the second dwelling unit, the unpermitted 221 sq ft single story addition to the second

Discuss and Determine  
Appropriateness

<sup>1</sup> 1708 La Senda Place has a project description revision. The project has changed to the original project description from the August 9, 2011 Cultural Heritage Commission.

dwelling unit, the unpermitted conversion of a 653 sq ft carport to a detached garage, a proposed new single story addition of 772 sq ft, a 362 sq ft addition to the detached garage, and a proposed 476 sq ft deck. The 772 sq ft addition will consist of a dining area, a kitchen, and a sitting area. The proposed exterior materials for the addition will consist of; aluminum clad windows, James Hardie siding, and comp roof shingles. The exterior garage materials consist of James Hardie siding and comp roof shingles. The same materials will be used for the garage addition. The 476 sq ft deck will be located in the rear and will be made out of wood.

The current proposal would require the removal of one (1) 15” Ash Tree. If the Cultural Heritage Commission approves this project, the Natural Resources and Environmental Commission (NREC) would then review the proposal to remove the tree at a future meeting.

**4. 1933 – 1941 Mill Rd**

**Applicant: Robert Imboden, Designer**

**Project #: 0927-COA/PDP**

**Project Description:**

A proposal to construct a 2 – car garage at 1933 Mill Rd and a 2 – car garage at 1937 Mill Rd. An existing garage at 1937 Mill Rd will be demolished. Proposed materials for both garages include board and batten siding, and composition shingle roofing.

Discuss and Determine  
Appropriateness

The Planning Commission will subsequently consider an application for a Planned Development Permit to create five single family lots. Separate noticing will be provided for this hearing.

**NEW ITEMS**

**RECOMMENDED ACTION**

5.

None

**NEW BUSINESS**

**RECOMMENDED ACTION**

**6. 1711 Diamond Avenue**

A conceptual review for a proposal to add 971 square feet to an existing 1,934 square foot house. This item is for discussion purposes only; no decision shall be made at this time.

Discuss and Provide  
Feedback.

**7. Buena Vista/Prospect Historic District Nomination**

Pursuant to SPMC Section 2.62(3)(a), the Commission, upon its own initiative, will consider a recommendation to designate the Buena Vista/Prospect neighborhood as a Historic District. The Commission may then appoint a

Discuss and Determine  
Next Steps

Subcommittee to review it and report back to the Commission at a future meeting.

**8. Compliance with Off-Street Parking Requirements in Connection with an Addition to Residential Structures**

The Commission will discuss the appropriateness of complying with the current off-street parking requirements in connection with an addition to a historic home. Staff will provide background on what the old zoning code required and the procedure for amending the Zoning Code.

Discuss

**9. Regularly scheduled meeting dates of the Cultural Heritage Commission**

Staff is proposing to schedule the Commission's regular monthly meetings back to the third Thursdays of each month. Staff has received complaints from applicants who have items scheduled on the Commission's agenda which often occurs on the same night as the Design Review Board meeting.

Discuss

**10. CLG Annual Report**

Each year, the State Office of Historic Preservationists requires that Certified Local Government Cities prepare an annual report of each city's preservation efforts. The Commission will review and comment on the draft report.

Discuss

**11. Special Meeting Date – Ordinance Revisions**

Staff is requesting a date for a special meeting to discuss revisions to the Preservation Ordinance regarding the procedures for obtaining a Certificate of Appropriateness and necessary repairs to structures that are a threat to public health and safety.

Set a Date for Special Meeting

**12. Election of Officers**

Nomination/election of new Commission officers.

Nominate and Elect Officers

**COMMUNICATIONS**

**RECOMMENDED ACTION**

13. Comments from Council Liaison

Comment

14. Comments from Commission

Comment

15. Comments from South Pasadena Preservation Foundation Liaison

Comment

16. Comments from Staff

Comment

**APPROVAL OF MINUTES**

**RECOMMENDED ACTION**

17. Minutes of the regular meeting of December 13, 2011

Approve

**ADJOURNMENT**

**RECOMMENDED ACTION**

18. Adjourn to the next meeting on February 16, 2012 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 &*

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.

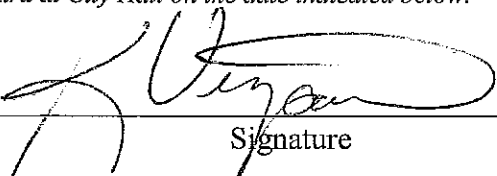
**Meeting:** Please plan to attend the meeting earlier than your scheduled time, as some projects may require less time than their allotted 15 minute discussion.

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.*

1/5/12  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature