

MINUTES OF THE MEETING OF THE
CULTURAL HERITAGE COMMISSION

CITY OF SOUTH PASADENA

Thursday, June 16, 2022 at 6:30 P.M.

AMEDEE O. "DICK" RICHARDS, JR. CITY COUNCIL CHAMBERS
1424 MISSION STREET
AND
VIA ZOOM TELECONFERENCE

ROLL CALL

The meeting convened at: 6:30 pm

Commissioners Present: Rebecca Thompson (Chair), Mark Gallatin (Vice-Chair), William Cross, Kristin Morrish and Conrado Lopez

Staff Present: Angelica Frausto-Lupo (Community Development Director), Matt Chang (Planning Manager), Braulio Madrid (Associate Planner), and Susana Martinez (Associate Planner)

City Council Liaison: Evelyn G. Zneimer

Please Note: These Minutes are a summary of the meetings and are not a fully transcribed record.

APPROVAL OF AGENDA

Approved 5-0.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

Vice-Chair Gallatin, Commissioner Cross and Commissioner Lopez drove by the site of Item No. 4, 1103 Hope Street.

PUBLIC COMMENT

1. Public Comments – General (Non-Agenda Items)

No hands were raised via Zoom.

None in Chambers.

BUSINESS ITEM

2. Cultural Heritage Commission Reorganization

Recommendation:

Select Chair and Vice-Chair.

Staff Presentation:

Commissioner Morrish motioned, seconded by Chair Thompson, that Mark Gallatin become the Chair of the Cultural Heritage Commission.

Motion carried, 5-0.

Commissioner Morrish motioned, seconded by Commissioner Thompson, that Conrado Lopez become Vice-Chair of the Cultural Heritage Commission.

Motion carried, 5-0.

PUBLIC HEARING

3. 525 Floral Park Terrace, Project No. 2463-COA – A Certificate of Appropriateness:

To add an 845-square-foot addition to an existing 1,434 square-foot one-story single-family residence.

Recommendation:

Continue to a future Cultural Heritage Commission meeting date to be determined.

Presentation:

Associate Planner Madrid presented the homeowner's request to delay the presentation to the CHC until a future date to be determined.

Questions for Staff:

None.

Applicant's Presentation:

None.

Public Hearing:

None.

Discussion:

None.

Decision:

Commissioner Morrish motioned, seconded by Vice-Chair Lopez, that the project at 525 Flora Park Terrace, Project No. 2463-COA, be continued to a date to be determined.

Voice vote: Ayes: 5
Nays: 0

Motion carried, 5-0.

4. 1103 Hope Street, Project No. 2446-COA (Continued) – A Certificate of Appropriateness:

To add a 162 square-foot addition to an existing 1,097 square-foot one-story single-family residence.

Recommendation:

Approve the Certificate of Appropriateness, subject to the conditions of approval.

Staff Presentation:

Associate Planner Madrid presented a PowerPoint presentation.

Questions for Staff:

Chair Gallatin asked a question clarifying the parking requirement and the proposed fence.

Applicant Presentation:

None.

Questions for Applicant:

Commissioner Cross inquired about the fire regulations required due to the proximity of the garage to the property line.

Associate Planner Madrid explained that as part of the plan check process, the fire department will be a part of the review. He affirmed that there are mitigation measures in place, such as fire rated walls, *etc.*, that have to be complied with per today's Code.

Commissioner Morrish asked if the doors and windows are in any way reusable and expressed concern that the new windows being proposed are not true divided lite windows.

Associate Planner Madrid introduced Priscilla Swantner, the property owner, who remarked that they are open to all suggestions and will comply with whatever the Commission requests. She explained that their plan was to match the windows as best as possible with energy efficiency windows, and will restore and rehabilitate the existing windows where possible.

Mr. Rey Suayan, the project architect, was welcomed to the meeting on Zoom. He pointed out an error in the keynote notations, and further confirmed that if it is possible to reuse the windows, the intent is to keep as much of the windows as they can and only make operable the ones that per Code need to be operable.

Commissioner Thompson offered that the Planning Division, specifically Planning Manager Chang, has links to the Secretary of the Interior's website and several other websites on suggestions on how to reuse windows, how to rehabilitate items. She added that the Commissioners would like to see actual detailing for any new windows that are necessary, instead of just how the trim will look and just calling out a block. The Commissioners need to know exactly how the trim around the window, the siding, the interior, the sill – will be framed up in any window locations.

Commissioner Thompson requested that in places where there are additions, the Commissioners recommend that there is some sort of differentiation between existing or proposed or new with Commissioner Morrish explaining the importance of differentiation on a historic house and making it look as much like the original house, but different. She expressed appreciation for the great design, but still wanted more differentiation in those little spaces. Commissioner Thompson commented on the design making the foyer and front area more useful.

Architect Suayan elaborated on the proposed differentiation of the addition part of the plans.

Chair Gallatin asked a few questions regarding inconsistencies in the plan notations which should be clarified in plan check. He also inquired about a very large crack on the west side on the northwest corner of the concrete wall at the base of the porch and he did not see that being addressed in the scope of work.

Architect Suayan explained that the house will be rehabbed to make it as functional as it can be and to improve the quality of the structure and everything including all the damage that is visible.

Chair Gallatin stated that he has no problem at all with the fence that's being proposed here tonight even though fences are routinely approved administratively.

Public Comments:

Mr. Gavin Wasserman came to support the Swantners and the plans for their dream house.

Applicant's Rebuttal:

None.

Commissioners Discussion:

The Commissioners, led by Commissioner Morrish, appreciated that the homeowners are tackling a historic house to make it more livable. She appreciated the architect's willingness to work with the Commission on the windows and the door and the differentiation. She would recommend this project for approval.

Chair Gallatin thanked the homeowners for proposing this project. This project demonstrated that if you are sensitive in your design and thoughtful in the future use of the structure to meet the needs of your growing family, you can have it both ways – a historic home and that functions for your needs and still preserves the historic character of the neighborhood.

Decision:

Commissioner Morrish motioned, seconded by Vice-Chair Lopez, to approve this project as submitted. They can make the mandatory findings. They can make the project specific findings numbers 2, 5 and 8. She noted the existing windows and doors be reused, to the extent possible. And, if they are unable to be reused, that true divided lite windows be used to replace them similar to the existing ones. Also, that they do some differentiation between the small areas being added on to the house. Commissioner Thompson added that the architects submit details on any new windows so the Commission can see the way they will fit within the wall.

Chair Gallatin remarked that the motion has three additional conditions and called for a roll call:

Vice-Chair Lopez:	Yes
Commissioner Thompson:	Yes
Commissioner Morrish:	Yes
Commissioner Cross:	Yes
Chair Gallatin:	Yes

Motion carried, 5-0.

Chair Gallatin concluded that the project is approved unanimously and again thanked the Applicant and wished them good luck on their project.

ADMINISTRATION

5. Comments from City Council Liaison:

Councilmember Zneimer shared that she has been the liaison for over a year now and she is truly impressed with the Commission's detailed analysis and care in analyzing each and every project. She appreciates their expertise and their valuable contribution.

6. Comments from Commissioners:

Commissioner Cross asked that the meeting be closed in the memory of Ray Girvigian, an architect here in South Pasadena who was really the original historic preservation architect in California. He started by participating in saving Watts Towers and served as the first historic American building surveyor in Washington D.C. He was appointed the first historical architect in California and was recognized by AIA as a Fellow.

Chair Gallatin agreed and reflected on additional accomplishments of Mr. Girvigian – who was the first and original Chair of this body in 1972. Mr. Girvigian was very instrumental in the early years of the South Pasadena Preservation Foundation which came about in 1974. He was a lifelong member of St. James Episcopal Church and did the Landmark nomination for that building, in addition to a number of Landmarks in the City.

Vice-Chair Lopez had the pleasure to serve with Mr. Girvigian in the Buildings and Grounds Committee at St. James for many years.

Chair Gallatin added that there will be a memorial service at St. James this Saturday at 11:00 am for Mr. Girvigian.

7. Comments from Subcommittees:

None.

8. Comments from South Pasadena Preservation Foundation (SPPF) Liaison:

Chair Gallatin reported that the Annual Meeting is on Sunday, June 26 at 5:00 pm at the home of Odom and Kate Stamps. There will be a brief business meeting, including the election of officers for the coming year, and a State of the Foundation Address. In addition, they hope to have a panel of experts (Planning Manager Matt Chang, Debbi Howell-Ardila, a former Commissioner, and John Lesak) speak about the Mills Act to educate folks about that program and answer any questions that they might have.

9. Comments from Staff:

Director Frausto-Lupo reminded everyone that next Wednesday is the Commissioners Congress at 6:00 pm at the War Memorial Building.

The City Council passed the budget last night. The budget also includes three positions – one full-time Senior Management Analyst to assist with the implementation of the Housing Element as well as the Caltrans surplus properties, a full-time Planning Counter Technician, and a part-time Code Enforcement Officer.

There are two open recruitments for some of the vacancies in the department - an Assistant Planner position and a Deputy Director position. Unfortunately, the offer mentioned at the last meeting made to the previous applicant was declined.

In anticipation of Caltrans releasing surplus unoccupied properties which they are supposed to do by June 30, the City has released an RFP for inspection services of the homes. City continues to work with SPPF on an MOU to evaluate some of the homes.

To the question about minutes at the last meeting, some of the minutes have been uploaded and we now have minutes up to September 2020 on the website. We are dedicating resources to this issue and bringing on some additional help to specifically address the minutes backlog not just for the Cultural Heritage Commission, but for all commissions.

Chair Gallatin commented on the packets that the Commissioners receive and thanked staff for having those available early. He suggested they be presented in a three-ring binder for convenience and ease of use. The binders could be reused every month.

ADJOURNMENT

- 10. The meeting adjourned in the memory of the late Ray Girvigian at 7:29 p.m. to the next regular Cultural Heritage Commission meeting scheduled for July 21, 2022 at 6:30 p.m.

APPROVED, 	3-19-23
_____ Mark Gallatin Chair, Cultural Heritage Commission	_____ Date