

**MINUTES OF THE MEETING OF THE  
CULTURAL HERITAGE COMMISSION  
CITY OF SOUTH PASADENA, CALIFORNIA  
CONVENED THIS 15<sup>TH</sup> DAY OF DECEMBER, 2016  
COUNCIL CHAMBERS, 1424 MISSION STREET**

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ROLL CALL

The Meeting convened at: 6:50 PM

Commissioners Present: James McLane (Chair), West J. De Young, and Mark Gallatin

Commissioners Absent: Deborah Howell-Ardila and Steven Friedman

Council Liaison Present: Richard D. Schneider M.D., Councilmember

Staff Liaison Present: John Mayer, Senior Planner

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NON-AGENDA  
PUBLIC COMMENT  
PERIOD

1. None
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PRESENTATION

2. **Landscape Lighting & Maintenance District**

Public Works Director Paul Toor spoke about the importance of the City's Landscape and Maintenance District. He said that the District needs to raise the assessment rates in order to maintain the trees and lights. The City needs a majority of property owners to vote for the higher assessment rates. Mr. Toor explained the ballot that the City mailed out. He asked commissioners to mail in their ballots and to encourage other property owners to do the same.

Mr. Toor responded to Commissioners' questions regarding the collection of fees, whether the City has a master plan for the street trees, the District's cost ratio of lights to trees, and clarification on the ballot.

The Commission took no action on this item as it was only a presentation of information from the City's Public Works Department.

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CONTINUED  
APPLICATIONS

3. None.
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NEW ITEMS

4. **851 Lyndon Street**  
**Applicant: Conrado Lopez, Architect**  
**Project number: 1971-COA**  
**Historic Status Code: 1S**

**Project Description:**

A request for a Certificate of Appropriateness to expand an existing kitchen addition by 360 square feet. The new addition will be located on the south side of the structure and will not be readily visible from the street given the siting of the house. All materials of the new addition are to match the existing structure including window trim, eave detail, and siding. The historic house is styled after Queen Anne architecture and was originally constructed in 1887 with a historic designation of 1S; it is listed on the National Register of Historic Places. The house is located on a 92,796 square foot parcel and is located in an (RE) Residential Estate zoning district

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**Presentation:**

Conrado Lopez (Project Designer) presented his project and spoke about the interior challenges of the first floor plan, specifically the kitchen. It conflicts with the way people live in the 21<sup>st</sup> Century. He said that the objective of this expansion project is to create a “great room” and improve certain features of a 1960’s addition where the project will take place.

Mr. Lopez responded to Commissioners’ questions about the status of surrounding site features, whether any historic material on the interior will be lost, and if glazed double doors were considered. He responded to comments about the lack of windows on the South elevation.

Mr. Mayer confirmed for Commissioner Gallatin that the 1970’s permit indicates that the current kitchen is not original to the house.

**Public Comment:**

Odom Stamps spoke in favor of the project noting that he understood the challenges of the current kitchen when the South Pasadena Preservation Foundation held a dinner at the home. He said that the proposed addition would be a tremendous advantage to the home owners.

**Commission Discussion/Decision:**

Commissioners discussed the proposed doors and the lack of windows on the addition. Commissioners agreed that the addition appears “unnoticed”. Commissioner McLane noted and the addition extends one room without disrupting the home’s original spatial cluster.

Motion/Second (McLane/Gallatin) to **APPROVE** the project with the following **CONDITIONS**: the applicant shall seek approval from the Chairperson for the following two items prior to submitting plans to “Plan Check”: 1) The addition of two double hung (wood) windows; one in each of the angled portions of the new projecting bay. The size of the windows could be designed in a way that works well with the interior layout. 2) Consider a different design of the powder room door with a panelized break up that is more compatible with the historic character of the house.

This motion was made on the following findings: The project is appropriate to the size, massing, and design context of the historic site. The addition provides a clear distinction between the new and historic elements. The project removes inappropriate alterations of the past. The project adds substantial new living while preserving the character of the original structure. The project nicely enhances the appearance of the site and the residence without causing any adverse impact to its original design, character, or heritage.

The motion carried 3-0, Howell-Ardila and Friedman Absent.

Upon consideration of the criteria identified in Section 2.64(b)(2) of the South Pasadena Municipal Code, Section 36.410.040 (required findings to approve the design review application, consideration of the application, and

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all written and oral testimony submitted, including the evaluation of the property by a qualified architectural historian and categorization of the property as set forth in the City's Cultural Heritage Inventory, the Cultural Heritage Commission found and determined that 851 Lyndon Street as it exists, and as it is proposed to be altered, would continue to meet national, state or local criteria for designation as a landmark and is exempt from CEQA under Class 31.

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**5. 2023 La France Avenue**  
**Applicant: Odom Stamps, Designer**  
**Project number: 1968-COA**  
**Historic Status Code: 5D1**

**Description:**

A request for a Certificate of Appropriateness for the construction of a new 780 sq. ft. second story addition to an existing 1,870 sq. ft. single story Craftsman house on a 9,750 sq. ft. lot. The second story addition will consist of: a new bedroom, a study, a master bathroom, new master bedroom with a new master closet. The exterior materials for the addition will match the existing and will consist of; wood windows, wood siding, and composition asphalt shingles. The detached garage will be restored back to a functioning two vehicle garage. Two new garage doors are proposed.

**Presentation:**

Odom Stamps (Project Designer) presented his project and spoke about the garage noting that it will return to covered parking. He responded to comments about the roof and a question about whether original windows can be installed for the second story addition.

**Public Comment:** None

**Commission Decision:**

Motion/Second (McLane/De Young) to **APPROVE** the project with the following **CONDITION:** Make more use of the original wood windows in the rear elevations to the extent that the owners deem desirable. This motion was made on the finding that the project is appropriate to the size, massing, and design context of the historic neighborhood. The addition provides a clear distinction between the new and historic elements. It adds substantial new living space while fully preserving the front facade and its character without affecting its original design, character, or heritage.

The motion carried 3-0, Howell-Ardila and Friedman Absent.

Upon consideration of the criteria identified in Section 2.64(b)(2) of the South Pasadena Municipal Code, Section 36.410.040 (required findings to approve the design review application, consideration of the application, and all written and oral testimony submitted, including the evaluation of the property by a qualified architectural historian and categorization of the property as set forth in the City's Cultural Heritage Inventory, the Cultural Heritage Commission found and determined that 2023 La France

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Avenue as it exists, and as it is proposed to be altered, would reasonably meet national, state or local criteria for designation as a landmark or part of an historic district, and is exempt from CEQA under Class 31.

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NEW BUSINESS

6. **Certified Local Government (CLG) Annual Report 2015-2016**

Mr. Mayer introduced this item which is a draft of the CLG Annual Report. He explained that the report will be sent to the State Office of Historic Preservation (OHP) as part of the CLG program. OHP uses the Annual Report to monitor the City's historic preservation activities and to ensure they are in keeping with national standards.

Mr. Mayer responded to questions about the benefits of the City's participation in the CLG program, whether the new ordinance will be sent to OHP, and if there are funds in the budget for Commissioner training.

Commissioner Gallatin suggested adding a request for seminars related to case law and legislative updates regarding historic preservation.

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COMMUNICATIONS

7. **Comments from Council Liaison:**

Dr. Schneider thanked Commissioners McLane and De Young for their service on the Commission. He also provided an update on the Meridian Iron Works museum restoration project.

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8. **Comments from Commission**

Commissioners McLane and De Young expressed their appreciation for Dr. Schneider's support of the CHC on the City Council.

Commissioner McLane reminded the Commission that the appointment of Chair and Vice-Chair will be coming up. He asked staff to place this item on the next agenda.

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9. **Comments from Staff**

Mr. Mayer announced that on December 7, 2016, the City Council adopted the cross-reference language that the City Attorney drafted for the URM ordinance as part of the 2017 Building Code. Mr. Mayer recited the language which states that no structure listed on the Inventory will be modified or demolished without prior review by the CHC and a Certificate of Appropriateness.

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MINUTES

10. **Minutes of the regular meeting of October 20, 2016**

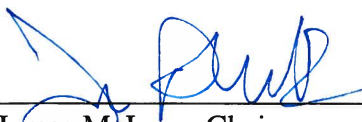
The minutes were available at this time. The Commission will vote on the minutes of October 20, 2016 at the next regularly scheduled meeting.

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ADJOURNMENT

11. **Meeting Adjourned at 8:07 p.m. to the next regular meeting scheduled for January 19, 2017.**

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James McLane, Chair

  
Date