

**MINUTES OF THE MEETING OF THE  
CULTURAL HERITAGE COMMISSION  
CITY OF SOUTH PASADENA, CALIFORNIA  
CONVENED THIS 20<sup>TH</sup> DAY OF JULY, 2017  
CITY HALL (2<sup>ND</sup> FLOOR CONFERENCE ROOM), 1414 MISSION STREET**

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ROLL CALL

The Meeting convened at: 6:50 PM

Commissioners Present: Mark Gallatin (Vice-Chair), Steven Friedman, Rebecca Thompson, and John Lesak

Commissioners Absent: None

Council Liaison Present: Robert S. Joe, Councilmember

Staff Liaison Present: John Mayer, Senior Planner

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NON-AGENDA  
PUBLIC COMMENT  
PERIOD

1. Glen Duncan (2031 Berkshire) said that he was happy that the City Council approved the new historic preservation ordinance. However, one issue that needs further discussion is the need for the Cultural Heritage Commission's (CHC) jurisdiction of non-contributing properties within potential historic districts. Commissioners need to explain to the Council that the CHC is the appropriate review authority due to knowledge of the Secretary of the Interior Standards and CEQA. The Design Review Board (DRB) only looks at the design of a project. There is also a misunderstanding that the CHC's review would be an extra step in the review process.
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CONTINUED  
APPLICATIONS

2. **1959 Marengo Ave**  
**Applicant: Michael Verdugo, Architect**  
**Project No.: COA-1903**  
**Historic Status Code: 5D1**

**Project Description:**

A request for a Certificate of Appropriateness for the addition of 242.2 square feet to an existing 1<sup>st</sup> floor and 160.6 square feet to the existing 2<sup>nd</sup> floor of an Historic Craftsman house. The additions will occur at the rear of the house. Additionally, there is a proposal to convert an existing rear yard accessory structure into a pool house cabana. The pool house cabana will retain the foot print, location, and square footage of approximately 320 square feet of the existing accessory structure. All roofing planes and finishes will match the existing. The house is located in the (RS) district, and was built in 1912.

**Commission Decision:**

Motion/Second (Lesak/Friedman) to **CONTINUE** the project since the applicant did not submit any new materials for review.

The motion carried 4-0

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3. **921 Monterey Road**  
**Applicant: Ken Rideout**  
**Project No.: 2004-COA**  
**Historic Status Code: 2S**

**Project Description:**

A request for a Certificate of Appropriateness to build a 480 square foot addition to an existing 253 square foot detached garage. The proposed

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exterior materials of the garage would match the existing. The exterior materials will consist of cedar wood shingles, asphalt roof shingles, wood French doors, and a wood roll-up garage door

**Presentation:**

Ken Rideout (applicant) said that he presented this project to the CHC in April for a conceptual review and spoke about his understanding of the comments he received at that meeting. He designed the addition to ensure it was differentiated from the original. Mr. Rideout also incorporated the original garage door into the design (facing the alley) to pay homage to it. Mr. Rideout said that his proposal does not include restoration of original windows, but he did speak to the owners who may be willing to keep them. He said the owners want to replace the colonial style “man door”.

Commissioner Gallatin reminded the CHC that this item was continued from the June 15<sup>th</sup> meeting and that Commissioners were concerned about an addition being placed in front of the garage which is a visible historic feature of the property. He asked the applicant if he explored any alternatives. Mr. Rideout said that certain zoning requirements precludes him from re-locating the addition. He also noted that the project keeps the original building intact and allows the owner to have a three car garage.

Mr. Mayer responded to Commissioner questions about the Zoning Code and setback requirements.

Commissioner Lesak said that a street side elevation showing the garage and the house in one drawing would be helpful in understanding the context.

**Public Comment:**

None

**Commission Discussion/Decision:**

Commissioner Lesak said that he couldn't make the findings to approve the project because it doesn't meet the City's Design Guidelines for additions and new secondary structures. The placement of this project should be at the rear to minimize its visual impacts. The project is not consistent with the Secretary of the Interior Standards, specifically Standards two, five, and nine. The project would remove the front of a historic feature and it would interfere with the spatial relationships of the property.

Commissioners discussed the zoning limitations and believe that solutions have not been fully explored. Commissioners discussed a subcommittee that could work through and test the solutions before making a final decision on the project.

Motion/Second (Friedman/Gallatin) to **APPROVE** the project with the following **CONDITION**: A subcommittee of the CHC (Commissioner Lesak and Commissioner Thompson) will work with the applicant to ensure that all feasible alternatives to the project have been explored and that the

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final project will comply with the City's Design Guidelines and the Secretary of the Interior Standards.

The motion carried 4-0.

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 921 Monterey Road 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 ITEMS

4. **950-966 Mission Street**  
**Applicant: Peter Kutzer**  
**Project No.: 2009-COA**  
**Historic Status Code: 1D**

**Project Description:**

A request for a Certificate of Appropriateness for 6 blade signs, 16" x 18" equaling 2 square feet total and will not impede pedestrian traffic in any way. The sign is not illuminated. The material for the sign will be wood with an aluminum plate and the blade signs will be double sided.

**Presentation:**

Dan Rider (representing applicant) presented his project including the details about the weather resistant brackets, the stainless steel anchors, and eyelets. Mr. Rider responded to questions about the strength of the anchors. He described the materials of the signs including a solid oak surface with an aluminum insert, high grade epoxy, and other details. Mr. Rider responded to questions about the consistency of the hardware colors and the sign colors. He also responded to questions about the aluminum background relative to future signs, how the signs relate to the capitals of the building and the awnings. Mr. Rider responded to questions regarding the bolting location into the masonry. Commissioner Gallatin asked if there are any limits on colors, fonts, logos and fonts for the signs. Mr. Rider said that there is not a uniform sign plan yet.

**Public Comment:**

None

**Commission Discussion/Decision:**

Commissioner Lesak said that all of the fasteners must go into the mortar joints and not the brick. He also said that the projecting brick caps and brackets should have more space in between them.

Motion/Second (Lesak/Friedman) to **APPROVE** the project with the following **CONDITIONS: 1)** The mounting brackets of the signs shall be

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placed on the flat brick coursing portion of the column to achieve a gap between the column capital and the brackets; 2) The bracket anchors shall be placed into the mortar joints.

This motion was made on the finding that the signs are appropriate to the characteristics of the historic district.

The motion carried 4-0.

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 including the design guidelines of the Mission Street Specific Plan, 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 950-966 Mission Street 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

5. **1026 Adelaine Avenue**  
**Applicant: Steve Dahl, Architect**  
**Conceptual Review**  
**Historic Status Code: 5D1**

**Description:**

A request for a conceptual review for the unpermitted construction of a second story addition. The CHC will be reviewing and discussing all exterior changes to this structure including: siding, windows, and the change to the roof with the change to the dormer to this single story Turn of Century house.

Commissioner Gallatin disclosed that he discussed this issue with Steve Dahl prior to this meeting.

**Presentation:**

Steve Dahl (architect) spoke about the owners' remorse for the changes that were made without City approvals. Mr. Dahl explained that his firm measured the size of the addition to determine that the home's Floor Area Ratio complies with the Zoning Code. He said that the second unit will be allowed in accordance with the State Laws regarding Accessory Dwelling Units. The detached garage was built in 1985 and that the home was extensively altered that year. Mr. Dahl also presented photos from 2011 before the home was altered showing a record of what was changed. He said that the dormer would be restored to the original shape and design, the front window will be replaced along with its shutters, streamline the porch design consistent with what was there, the siding would need to be restored, the dormer (on the driveway side) would be removed and a skylight added instead. Mr. Dahl said that additional work will be needed to create construction drawings and investigate what was built.

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**Discussion:**

Commissioners made the following remarks:

- Address the errors with the plans including the size of the lot, zoning, and the size of the house.
  - Provide clear documentation for commissioners to understand the multiple layers of construction. The plans need to graphically identify the various dates of construction for the structures onsite including the work that was done without permits.
  - Use callouts to explain the proposed changes to the exterior siding. Investigate whether original siding exists beneath the synthetic material.
  - Windows on the north side of the house will need to be restored.
  - The side dormer on the north appears to be an appropriate marker to indicate where the addition starts.
  - The faux truss in the rear should be removed.
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6. **843 Garfield Avenue**

**Applicant: Jim Fenske, Architect**

**Conceptual Review**

**Historic Status Code: 5D3**

**Description:**

A request for a conceptual review for the construction of a 417 sq. ft. single story addition to an existing 1,250 sq. ft. English Revival house on a 7,217 sq. ft. lot. The proposed exterior materials will match the existing.

**Presentation:**

Jim Fenske (architect) presented his proposed project and responded to questions from the Commission.

**Discussion:**

Commissioners made the following comments: Gables without walls are not recommended; vertically oriented windows within tri-fold doors were suggested for the addition; screen the mechanical equipment on the north elevation to address the blank stucco wall; and address the discrepancies with the calculations and LA County Assessors records.

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7. **2024 La France Avenue**

**Applicant: Jim Fenske, Architect**

**Conceptual Review**

**Historic Status Code: 5D1**

**Description:**

A request for a conceptual review for the construction of a new 600 sq. ft., contemporary style, second story addition to an existing 2,018 sq. ft. English Revival house on a 7,217 sq. ft. lot. The proposed exterior materials for the addition will be stucco siding with wood windows.

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**Presentation:**

Jim Fenske (architect) presented a computer model of the proposed project and responded to questions from the Commission.

**Discussion:**

Commissioners made the following comments: the addition is not subservient to the original house; pull the addition in; the roof lines are too blunt; take advantage of the existing attic space; the project would not comply with the City's Design Guidelines; redesign for a more elegant look. Commissioners recommended that the architect refer to some previously approved modern style additions to historic homes.

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**8. 1625 Oak Street**

**Applicant: Jeremiah Kimber**

**Conceptual Review**

**Historic Status Code: 5D1**

**Description:**

A request for a conceptual review for the construction of a 543 sq. ft. single story addition and a 422 sq. ft. second story addition to an existing 4,037 sq. ft. two story Craftsman style house on a 19,012 lot. A 434 sq. ft. attached garage is proposed on the rear elevation and a new 313 patio is also proposed in the rear elevation. The exterior materials will match the existing.

**Presentation:**

Jerimiah Kimber (architect) presented his proposed project and responded to questions from the Commission.

**Discussion:**

Commissioners made the following comments: research what is original to the house referencing historic aerials and Sanborn maps; the upper windows on the south elevation seem odd; east elevation appears heavy and blank; the back overhang needs additional refinement.

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**9. 1716 Fletcher Avenue**

**Applicant: Mr. Kenneth Whitehead**

**Conceptual Review**

**Historic Status Code: 5D1**

**Description:**

A request for a conceptual review for the removal of the window on the front elevation on the second floor, replacing it with a door. The door will allow access to the roof of the porch, creating a new deck area. New 42" guardrails are proposed for the new deck.

**Presentation:**

Margaret Whitehead presented her issue to the Commission and responded to their questions.

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**Discussion:**

Commissioners recommended a “jib door” as an alternative to the door. A jib door is made flush with a wall and disguised by continuing the finishing and decorations of the wall across its surface. This would allow the owner to have a door in the front façade and maintain the same appearance.

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**10. Historic Resources Survey and Inventory of Addresses Survey Update**

Commissioner Gallatin provided a background of the survey including the three phases of the survey. In April, the CHC recommended that the City Council approve the first two phases. However, staff wanted all three phases to be moved forward together.

Mr. Mayer explained the issues with phase 3 and that those districts were not consistent with the Citywide Historic Context Statement. As a result nearly 1,000 properties would have been removed from the inventory only because minor changes were made over time. Commissioner Lesak explained that the criteria has become more rigorous; however Commissioner Friedman noted that these have been established several years ago.

Commissioner Gallatin spoke about the ordinance and explained why references to potential historic districts and preservation planning districts were deleted from the recently adopted ordinance. He spoke about a meeting that was held with Council members Diana Mahmud and Dr. Schneider, the City Manager, City Attorney and planning staff to discuss the terms used in the ordinance. There were discussions about evaluation rating codes and CEQA. Original jurisdiction in terms of Design Review Board (DRB) and the CHC was discussed regarding properties that are identified on the survey, but not yet listed on the Inventory. Commissioner Gallatin said that the meeting helped clarify that CHC would continue to have original jurisdiction of properties within potential historic districts because they are listed on the Inventory. Mr. Mayer indicated that the City Council will provide direction about the appropriate review authority for non-contributors in potential districts and properties within the recommended preservation planning districts.

Commissioner Lesak noted that Certificates of Appropriateness should be required for non-contributors because they are within the boundaries and could have an impact on the district which is the cultural resource.

Commissioner Friedman said he would like to see the precedent of this review in other cities for a future discussion.

Commissioner Gallatin referred to the report by Historic Resources Group (HRG) and its recommendations to create additional design guidelines by type that can be shared among the DRB and the CHC.

With respect to Preservation Planning Districts, Commissioner Lesak says that it's all about change management and that this needs a discussion with the community. He believes that the CHC is best suited for the review of these areas; however, clear design guidelines and an understanding of

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neighborhood context could help the DRB make appropriate decisions in those areas.

Motion/Second (Friedman/Lesak) to **RECOMMEND** that the City Council approve the Historic Resources Survey and Inventory of Addresses Survey Update.

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COMMUNICATIONS

11. **Comments from Council Liaison:**

None

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12. **Comments from Commission**

Commissioner Lesak said that the South Pasadena Unified School District will retain the gymnasium building at the South Pasadena Middle School and it will be repurposed for educational uses.

Commissioner Thompson spoke about a community meeting that was held regarding the school district's plans for a new math and science building at the high school.

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13. **Comments from Staff**

None.

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MINUTES

14. **Minutes of the regular meeting of June 15, 2017**

This minutes were not included in the agenda packet and were continued to the next meeting.

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ADJOURNMENT

15. **Meeting Adjourned at 9:21p.m. To the next regular meeting scheduled for August 17, 2017.**

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Mark Gallatin, Vice-Chair

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8-24-17

Date