

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

**Thursday February 15, 2018 at 6:45 P.M.**

**City Council Chambers, 1424 Mission Street**

Mark Gallatin (Vice-Chair), Steven Friedman, Rebecca Thompson, John Lesak, Victor Holz  
Michael A. Cacciotti, Council Liaison  
Edwar Sissi, Staff Liaison

**PRESENTATIONS & PUBLIC COMMENT**

**RECOMMENDED  
ACTION**

**1. Public Comment**

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 place the item on an agenda for future discussion.

**CONSENT CALENDAR**

**RECOMMENDED  
ACTION**

**2. None**

**CONTINUED APPLICATIONS**

**RECOMMENDED  
ACTION**

**3. 2017 Berkshire Avenue**

**Applicant: Celine Juan, Designer**  
**Project No: 2084-COA**  
**Year Built: 1914**  
**Architectural Style: Craftsman**  
**Historic Status Code: 5D1**

**Description:**

A request for a Certificate of Appropriateness for a proposal to build a 300 sq. ft. single story addition to an existing 1,466 sq. ft. Prairie Influence style house on a 7,238 sq. ft. lot. The addition will consist of a new family room that connects to the existing kitchen. A new 42 sq. ft. laundry room, and an additional 24 sq. ft. to the master bedroom. The exterior materials, windows, and roof materials will all match the existing. The addition will extend to the rear of the property.

Discuss & Determine  
Appropriateness

**NEW ITEMS**

**RECOMMENDED  
ACTION**

**4. 921 Monterey Road**

**Applicant: Ken Rideout**  
**Project No: 2004-COA**  
**Year Built: 1912**  
**Architectural Style: Craftsman**  
**Historic Status Code: 2S**

**Description:**

A request for a Certificate of Appropriateness for a 480 sq. ft. garage addition to an existing 253 sq. ft. detached garage. The existing garage will be

Discuss & Determine  
Appropriateness

relocated. The proposed exterior materials of the garage will 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.

DISCUSSION ITEMS	RECOMMENDED ACTION
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| <p>5. <b>1014 Milan Avenue</b><br/> <b>Applicant: Mrs. Danna Olsen</b><br/> <b>Project No.: 2096-COA</b><br/> <b>Historic Status Code: 5D1</b><br/> <b>Conceptual Review</b></p> <p><b>Description:</b><br/>           A request for a conceptual review in regards for a new 373 sq. ft. second story addition to an existing 1,472 sq. ft. single story Craftsman house on a 8,500 sq. ft. lot. <u><b>This item is for discussion purposes only; no decision shall be made at this time.</b></u></p>                                  | <p>Discuss &amp; Comment</p> |
| <p>6. <b>904 Monterey Road</b><br/> <b>Applicant: Anne and Eric Schermerhorn</b><br/> <b>Conceptual Review</b><br/> <b>Historic Status Code: 5S3</b></p> <p><b>Description:</b><br/>           A request for a conceptual review in regards to the proposed demolition of the existing single vehicle garage with attached carport on a 6,953 sq. ft. lot. The existing house is a 1,367 sq. ft. Queen Anne Cottage built in 1885. <u><b>This item is for discussion purposes only; no decision shall be made at this time.</b></u></p> | <p>Discuss &amp; Comment</p> |
| <p>7. <b>Commission Reorganization</b></p> <p>The Commission will elect a new Chair and Vice-Chair for 2018.</p>  | <p>Elect</p>                 |
| <p>8. <b>Policy Direction Regarding Demolition of Non-Inventory Accessory Structures</b></p> <p>At the request of the Planning Department, the Commission will discuss policy matters related to the recently adopted CHC Ordinance specifically regarding the administering of requests for demolition of accessory/appurtenant structures on properties that are not on the Inventory. If necessary, the Commission will create a subcommittee to further review the matter.</p>  | <p>Discuss &amp; Comment</p> |

COMMUNICATIONS	RECOMMENDED ACTION
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| <p>9. Comments from Council Liaison</p>  | <p>Comment</p> |
| <p>10. Comments from Commission</p>  | <p>Comment</p> |
| <p>11. Comments from South Pasadena Preservation Foundation (SPPF) Liaison</p> | <p>Comment</p> |
| <p>12. Comments from Staff</p>   | <p>Comment</p> |

APPROVAL OF MINUTES	RECOMMENDED ACTION
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| <p>13. Minutes of the Special Meeting of January 18, 2018</p> | <p>Approve</p> |
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ADJOURNMENT	RECOMMENDED ACTION
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14. Adjourn to the next meeting on March 15, 2018 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 & Building Department at (626) 403-7220.*

**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 City Council. 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.*

2-5-2018 \_\_\_\_\_  
Date

 \_\_\_\_\_  
Signature

**Accommodations**

Meeting facilities are accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Planning and Building Department at (626) 403-7220. Hearing assistive devices are available in the Council Chambers. Notification at least 72 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II)