



505 South Garey Avenue
Pomona, CA 91766

City of Pomona Historic Preservation Commission

Action Minutes

Chairperson Angela H. Keller
Vice-Chairperson Walter Martinez
Commissioner Brittany C. Gallivan
Commissioner Carol Anten
Commissioner James Gallivan
Commissioner Ruth B. Alvarez
Commissioner Chara Swodeck

Wednesday, December 3, 2025

6:30 PM

Council Chambers

CALL TO ORDER

Chairperson Keller called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

Chairperson Keller led the Pledge of Allegiance.

ROLL CALL

Present: Chairperson Angela H. Keller
Commissioner Brittany C. Gallivan
Vice-Chairperson Walter Martinez
Commissioner Carol Anten
Commissioner James Gallivan
Commissioner Ruth B. Alvarez
Commissioner Chara Swodeck

Absent: None

Staff Present: Betty Donavanik, Development Services Director
Geoffrey Starns, Planning Manager
Carlos Molina, Associate Planner
Irene Moure, Assistant Planner

PUBLIC COMMENT:

None

The Commission agreed to move Commissioner Communication to the end of the agenda.

COMMISSIONER COMMUNICATION:

Commissioner Swodeck requested to make changes to the Action Minutes of November 5, 2025 (approved in the Consent Calendar).

Commissioner Swodeck would like to agendize Cordova Street and Westwood Place for potential historic districts and/or landmark designations.

Chairperson Keller stated Christmas in Columbia is an event taking place on Saturday night.

The Commission discussed in detail the Christmas Parade taking place in December.

B. Gallivan informed staff about the Community Planning & Capacity Building grants.

CONSENT CALENDAR:

1. Approval of Action Minutes from the Historic Preservation Commission meeting of November 5, 2025.

Moved by Commissioner Gallivan, seconded by Commissioner Alvarez, to approve. Motion carried (7-0-0-0)

Ayes: B. Gallivan, Martinez, Anten, J. Gallivan, Alvarez, Swodeck, Keller
Noes: None
Abstention: None
Absent: None

In Opposition: none

In Support: none

Discussion Time: 1 minute (7:01 p.m. to 7:02 p.m.)

PUBLIC HEARING:

1. Major Certificate of Appropriateness (MAJCOA-000551-2025) for 328 E. Pearl Street

Planning Manager Starns requested to continue the item until February 4, 2026, to gather more information about the shed to ensure it is not historic and give the applicant the opportunity to revise the plans.

Moved by Commissioner Swodeck, seconded by Vice-Chairperson Martinez, to continue the item until February 4, 2026. Motion carried (7-0-0-0)

Ayes: B. Gallivan, Martinez, Anten, J. Gallivan, Alvarez, Swodeck, Keller
Noes: None
Abstention: None

Absent: None

In Opposition: none

In Support: none

Discussion Time: 1 minute (7:03 p.m. to 7:04 p.m.)

DISCUSSION ITEMS:

1. Determination of Historic Significance (DHS-000594-2025) for 1723 Westwood Place

Assistant Planner Moure presented this item.

1. Minimal traditional style home with a porch, protruding windows and 10x20 garage
2. Major modifications to the property: attached garage conversion to a den in 1949 and detached garage constructed in 1949
3. Analysis included looking at the events and patterns of development
4. Site inspection of the entire block was done
5. Staff has determined the property meets the criteria and it is eligible for historic designation
6. Recommended that the property is historic

Commissioner questions/concerns

1. An extensive history of the property was provided to the Commission
2. Commissioner Alvarez asked if the street is designated historic
3. Commissioner Gallivan asked if the garage can be seen on the street
4. Chairperson Keller stated that the house can be saved (designate historic)
5. The Commission had questions about designating the house historic

Planning Manager Starns stated that it is the discretion of the Commission to designate the shed (structure) historic or not. The garage was constructed six years after the main home. Until it is designated, there is no review for new construction. The only review is if there is proposed demolition of a historic structure. The Commission is not designating the site as historic tonight. He informed the Commission that they can separate the structures on the lot.

Moved by Commissioner Swodeck, seconded by Commissioner B. Gallivan, to determine the house is historic, and the garage not historic. Motion carried (7-0-0-0)

Ayes: B. Gallivan, Martinez, Anten, J. Gallivan, Alvarez, Swodeck, Keller

Noes: None

Abstention: None

Absent: None

In Opposition: none

In Support: Serge Mayer

Discussion Time: 35 minutes (7:05 p.m. to 7:40 p.m.)

2. Determination of Historic Significance (DHS-000611-2025) for 1760 Cordova Street

Associate Planner Molina presented this item.

1. An extensive history of the property was provided to the Commission

2. A building permit was issued in 1959 for 6 units, 2-story, 6 parking spaces
3. There was a modification to the façade of the property (windows)
4. The subject site is not eligible for designation as a single historic landmark, however, the site may be eligible as a contributor to a historic district

Commissioner questions/concerns

The Commission discussed in length to designate both the primary building described as “Dingbat” style and the carport located in the rear of the property as a historic district. They had concerns about the surrounding neighborhood consisting of multi-family apartments with carports all designed in Dingbat style. The Commission had questions about the plan check and whether they will have purview of the project.

Planning Manager Starns stated that the building can be altered through plan check. This determination is only affected if there is a proposed demolition. The Commission needs to make a determination of whether it is historic or not. If the property would contribute to the historic district, then it is historic because the neighborhood would meet the designation criteria.

Associate Planner Molina mentioned that there is flexibility as a historic district rather than designating the property as a landmark.

Planning Manager Starns informed the Commission that staff will work with the applicant on the design of the plan check. The applicant is willing to work with staff.

Moved by Commissioner Swodeck, seconded by Chairperson Keller, to determine the primary building historic and carport is not historic. Motion carried (6-1-0-0)

Ayes: B. Gallivan, Anten, J. Gallivan, Alvarez, Swodeck, Keller
Noes: Martinez
Abstention: None
Absent: None

In Opposition: none
In Support: none

Discussion Time: 56 minutes (7:41 p.m. to 8:37 p.m.)

3. Creation of a Preserve Pomona Awards Ad-Hoc Committee and selection of Committee Members

Planning Manager Starns mentioned that the Commission requested to include this item on the agenda for December. He requested for the Commission to create an Ad-Hoc Committee and select up to three Commissioners.

Moved by Commissioner Swodeck, seconded by Chairperson Keller, to create the Ad-Hoc Committee. Motion carried (7-0-0-0)

Ayes: B. Gallivan, Martinez, Anten, J. Gallivan, Alvarez, Swodeck, Keller
Noes: None
Abstention: None
Absent: None

Commissioner Alvarez & Commission B. Gallivan volunteered to join the Ad-Hoc Committee.

Discussion Time: 8 minutes (8:38 p.m. to 8:46 p.m.)

STAFF COMMUNICATION:

Planning Manger informed the Commission that he will have five neighborhood meetings in January and February. He mentioned that Public Works is discussing a roundabout on Palomares & Alvarado. He said we got approved for the State Historic Preservation Conference which is on May 6 – May 9.

ADJOURNMENT:

The meeting was adjourned at 8:55 P.M. to the meeting of January 7, 2026 at 6:30 P.M.

Respectfully submitted,

Prepared by,

Geoffrey Starns, AICP, AIA, LEED AP
Planning Manager

Miroslava PourSanae
Administrative Assistant