



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, August 6, 2025

6:30 PM

Council Chambers

CALL TO ORDER

Chairperson Keller called the meeting to order at 6:31 p.m.

PLEDGE OF ALLEGIANCE

Chairperson Keller led the Pledge of Allegiance.

ROLL CALL

Present: Vice-Chairperson Walter Martinez
Commissioner Brittany C. Gallivan (arrived at 6:48 p.m.)
Commissioner Carol Anten
Commissioner James Gallivan
Commissioner Ruth B. Alvarez
Commissioner Chara Swodeck (arrived at 6:38 p.m.)
Chairperson Angela H. Keller

Absent: None

Staff Present: Betty Donavanik, Development Services Director
Geoffrey Starns, Planning Manager
Alina Barron, Senior Planner
Alan Fortune, Associate Planner
Irene Moure, Assistant Planner
Karina Diaz, Assistant Planner

PUBLIC COMMENT:

Ann Tomkins, resident, stated that the community is concerned about the project located at 1377 N. Garey.

COMMISSIONER COMMUNICATION:

Commissioner J. Gallivan asked questions about the fountain located at the Civic Center.

Commissioner Anten informed the Commission that Mr. Milkman and Arby's will be demolished.

Chairperson Keller asked staff if they could provide an update on the stairs at Ganesha Park.

CONSENT CALENDAR:

The Commission agreed to separate the Action Minutes.

1. Approval of Action Minutes from the Historic Preservation Commission meeting of May 7, 2025.

Moved by Commissioner Swodeck, seconded by Commissioner Martinez, to approve. Motion carried (6-0-0-1)

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

In Opposition: none

In Support: none

Approval of Action Minutes from the Historic Preservation Commission meeting of June 4, 2025.

Moved by Chairperson Keller, seconded by Commissioner Anten, to approve. Motion carried (5-0-1-1)

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

In Opposition: none

In Support: none

Discussion Time: 2 minutes (6:36 p.m. to 6:38 p.m.)

PUBLIC HEARING:

1. Major Certificate of Appropriateness (MAJCOA 000360-2025) for 1515 Ganesha Place **(Continued from July 2, 2025)**

Associate Planner Fortune requested that the Commission continue the item to February 4, 2026. The applicant intends to apply for the Mills Act which requires approval from City Council. The contract must

be recorded with the County Recorder. The process will take several months. Additionally, there is a code case associated with this site.

Planning Manager Starns stated that someone complained about the windows on the house. The Mills Act requires that the owner replace the windows.

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

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

Noes: None

Abstention: None

Absent:

In Opposition: none

In Support: none

Discussion Time: 3 minutes (6:39 p.m. to 6:42 p.m.)

2. Major Certificate of Appropriateness (MAJCOA 000298-2025) for 376 E. Alvarado Street

Assistant Planner Moure presented the item.

1. Proposing a new 1,200 square-foot Accessory Dwelling Unit (ADU)
2. Exempt from CEQA, Section 15301, Class 1 (Existing Facilities) and Section 15331, class 31 (Historical Resource Restoration and Rehabilitation)
3. Includes the demolition and removal of unpermitted storage containers
4. ADU will be 102 square feet larger than the primary dwelling
5. The ADU will be shorter than the primary dwelling (visibility of ADU will be limited from the street)
6. Staff recommends approval of the Accessory Dwelling Unit (ADU)

Commission concerns/questions

1. Commissioner J. Gallivan asked if staff worked with the applicant on the design.
2. Commissioner Alvarez asked staff to provide more details on what the ADU would look like.

Planning Manager Starns provided details of the floor plan for the Accessory Dwelling Unit (ADU).

Moved by Commissioner J. Gallivan, seconded by Commissioner Swodeck, to approve and adopt Resolution No. 25-019. Motion carried (6-0-0-1)

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

Noes: None

Abstention: None

Absent: Martinez*

*Commissioner Martinez recused himself from this item due to owning property near this site.

In Opposition: none

In Support: Dan McIntire

Discussion Time: 12 minutes (6:43 p.m. to 6:55 p.m.)

3. Major Certificate of Appropriateness (MAJCOA-000114-2025) for 1627 N. Park Avenue

Assistant Planner Diaz presented the item.

1. Proposing a new, detached 800 square-foot Accessory Dwelling Unit (ADU) w/porch
2. Exempt from CEQA, Article 19, Section 15303, Class 3 (New Construction or Conversion of Small Structures) & Section 15331, Class 31 (Historic Resource Restoration/Rehabilitation
3. ADU will be larger than the primary dwelling
4. Staff recommends approval of the Accessory Dwelling Unit (ADU)

Commission concerns/questions

1. Commissioner J. Gallivan stated that the ADU is larger than the house.
2. Commissioner Alvarez asked what is on the rear of the property.

Moved by Chairperson Keller, seconded by Commissioner B. Gallivan, to approve. Motion carried (6-0-0-1)

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

*Commissioner Martinez recused himself from this item due to owning property near this site.

In Opposition: none

In Support: Designer
Ann Tomkins

Discussion Time: 21 minutes (6:56 p.m.to 7:17 p.m.)

DISCUSSION ITEMS:

1. Determination of Historic Significance (DHS-000344-2025) for 253 E. Seventh Street

Assistant Planner Moure presented the item.

1. Provided an extensive history of the site to the Commission to determine the historical significance of the property.

Commission concerns/questions

1. Commissioner Swodeck asked how this project was brought to the Commission.

Planning Manager Starns stated that there is no integrity left on this property. The Commission's decision should be based on architecture which has been changed.

Moved by Commissioner Swodeck, seconded by Chairperson Swodeck, to determine 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: none

Discussion Time: 11 minutes (7:18 p.m.to 7:29 p.m.)

2. Determination of Historic Significance (DHS-000358-2025) for 1084 W. Mission Blvd.

Senior Planner Barron presented the item.

1. Provided an extensive history of the site to the Commission to determine the historical significance of the property.

Commission concerns/questions

1. Commissioner J. Gallivan stated that the Historical Society Pomona Valley has a copy of a Sanborn map.
2. Commissioner J. Gallivan had a question about the location of the gas tank on this site.

**Moved by Chairperson Keller, seconded by Commissioner Martinez, to determine 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: None

Discussion Time: 21 minutes (7:30 p.m. to 7:51 p.m.)

3. Discussion regarding Pomona Heritage Restoration Workshop

Planning Manager Starns stated that the workshop will take place on August 23, 2025. Staff will be updating the community about what is going on with the Historic Preservation program and also provide a session on the Mills Act.

Dan McIntire, Vice-President of Pomona Heritage, mentioned that there will be three sessions of four seminars each ranging from restoring wood windows, foundations, working with an architect, panel of city staff and commissioners and a speaker talking about ADUs. He asked the Commission to join him on August 23 at 9am.

Discussion only, no action taken.

4. Discussion regarding street tree species conflicts on Gibbs Street in Lincoln Park

Planning Manager Starns stated that the City Arborist recommended Jacaranda trees, but the Commission was concerned they were too messy and harmful to the peacocks. The City's recommendation is the Golden Rain Tree.

The Commission agreed with the recommended Golden Rain Tree as the street tree to plant on Gibbs Street in Lincoln Park.

STAFF COMMUNICATION:

Planning Manager Starns

1. We will bring back McDonalds for designation
2. We will reach out to the owners of Walter Knott's House
3. 252 E. Fourth Street has been delayed
4. California Preservation Foundation conference is in May at Riverside
5. Working with the Office of Historical Preservation and hosting a forum for certified local government

ADJOURNMENT:

The meeting was adjourned at 8:59 P.M. to the meeting of September 3, 2025 at 6:30 P.M.

Respectfully submitted,

Prepared by,

Geoffrey Starns, AICP, AIA, LEED AP
Planning Manager

Miroslava PourSanae
Administrative Assistant