



Staff Report

City of Pomona Historic Preservation Commission

March 4, 2026

FILE NO: MAJCOA-000607-2025

A request for a Major Certificate of Appropriateness to convert an existing 267 square foot, detached garage with a proposed 373 square foot addition, into an Accessory Dwelling Unit (ADU) totaling 640 square feet, at the rear-yard of a contributing resource within the Lincoln Park Historic District.

ADDRESS: Primary Address: 409 E. Columbia Avenue

Proposed ADU Address: 411 E. Columbia Avenue

APPLICANT: Manuel Badiola

PROJECT PLANNER: Karina Diaz, Assistant Planner

ENVIRONMENTAL REVIEW: This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15331, Class 31 (Historic Resource Restoration/Rehabilitation) and Section 15303, Class 3 (New Construction or Conversion of Small Structures) of the California CEQA Guidelines. The proposed project is consistent with the Secretary of Interior's Standards for the Treatment of Historic properties and consists of the construction of a small structure, such as a detached accessory dwelling unit. The proposed project described above hereby meets the guidelines for a Categorical Exemption. Therefore, no further environmental review is required.

RECOMMENDATION: Approve File No(s). MAJCOA-000607-2025 and adopt HPC Resolution No. 26-010.

Project Information:

GENERAL PLAN DISTRICT: Residential Neighborhood

ZONING DISTRICT: Residential Neighborhood District 1 (RND1-H)

TRANSECT: T3

HISTORIC DISTRICT: Lincoln Park Historic District

GENERAL PLAN HOUSING DENSITY: 20 DU/AC

COUNCIL DISTRICT: District 4

Important Dates:

DATE SUBMITTED:	September 10, 2025
DATE DETERMINED COMPLETE:	February 4, 2026

Property Background:

The property, located at 409 E. Columbia Avenue, is designated as a contributing resource to the Lincoln Park Historic District and is located within the north-east quadrant of the City. The site sits one property to the east of the cross section along N. Palomares Street and E. Columbia Avenue. A single-family dwelling residence with a detached garage are the identified structures onsite. Per the Los Angeles County Assessor Portal, the primary dwelling and detached garage were constructed in 1912. Photographs of the site have been provided for the Commission's review (Attachment No. 3).

Architectural Style:

Upon review of the site's survey, the existing dwelling was constructed in 1912 and has a Craftsman architectural style (Attachment No. 2).

Architectural Description:

Notable bungalow features on the primary dwelling include gabled roof with bumpouts on the southern and western elevations, wide eave overhangs, exposed rafter tails, clapboard siding, and natural stone at the base of the structure.

RELEVANT ALTERATIONS:

- 1942: Re-shingle house roof
- 1934: Alterations to dwelling (not specified in permit)
- 1942: Installation of sewer
- 1965: Installation of swimming pool
- 1993: Repair termite damage to existing garage
- 2005: Re-roof permit for patio only

Character-Defining Features:

1. Cross-gabled roof
2. Porch at entrance
3. Natural river rock foundation
4. Exposed rafter tails
5. Wide eave overhangs
6. Horizontal clapboard wood siding
7. Double hung, Single Hung, and Casement windows

Discussion of Existing Conditions

According to the Los Angeles County Assessor's Portal, the lot is recorded at 7,436 square feet. The primary structure is 2,288 square feet in size and is two stories, measuring a total of 27'-6" in height. The existing primary dwelling structure has retained many character defining features from the original construction in 1912. The existing 267 square foot detached garage is one story in height and measures a total of 13'-3" in height. The rear yard of the property has a swimming pool constructed in 1965 with no other accessory structures identified on the site. Alterations identified to the existing dwelling and garage are referenced above.

Design Review:

On September 10, 2025, the Planning Division received an application for a Major Certificate of Appropriateness (MAJCOA-000607-2025) for a proposed garage to ADU conversion with an addition. The ADU will total 640 square feet in size, with the proposed 373 square foot addition. There will be a building separation of 11'-3" between the existing primary dwelling and the proposed ADU. The ADU is proposed to be located along the northeast corner of the rear yard, directly across from the existing swimming pool. The new addition will be set back approximately 90' away from the front yard property line and 4'-3" away from the eastern side yard. Peak height of the proposed ADU is lower than the existing two-story dwelling and is measured at 13'-9" from top of plate. This height is compatible with the height and bulk of surrounding structures and in conformance with the maximum allowable heights in the RND1 district and ADU Ordinance standards.

The proposed ADU is intentionally designed to be a like-for-like replica of the primary dwelling. For instance, the siding matches the clapboard siding found on the primary home and existing garage. The windows are proposed to be of wood material and double-hung, with matching wood trim around each one. The roof will have a 7:12 roof pitch to match with exposed rafters. The main color of green with white trim around all the windows and doors is proposed to match. Lastly, the existing garage door will be re-installed along the same southern façade, which will be visible from E. Columbia Avenue.

As for visibility from public view, the proposed ADU will not be fully visible along E. Columbia Avenue. It is located approximately 90 feet away from the front yard property line and is mostly concealed by the existing primary dwelling. A total of 9'-9" inches of the southern elevation will be visible, behind the existing wrought iron gates. However, the appearance of the ADU will be concealed as the southern elevation will have existing wooden garage doors re-installed, to retain the appearance of the original garage.

SECRETARY OF THE INTERIOR'S STANDARDS FOR THE TREATMENT OF HISTORIC PROPERTIES.

The Historic Preservation Ordinance provides that the Commission be guided by the latest Rehabilitation Standards contained in the Secretary of the Interior's Standards for the Treatment of Historic Properties. Staff reviewed the project for compliance with the applicable standards below:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.

The existing single-family use will not change. The single-family residence use will remain as it was historically, given that the proposed project is an accessory dwelling unit.

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.

The proposed ADU is intentionally designed to replicate the character defining features found on the Craftsman Bungalow historic resource, therefore, the historic character of the property will be retained and preserved.

3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken. A

The proposed ADU will be detached from the primary dwelling. There will not be any addition of conjectural features or elements to the contributing resource that may create a false sense of historical development. All elements for the proposed ADU are guided by the features found on the Craftsman Bungalow resource located on site.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

This standard does not apply as there are no changes on the property that have acquired historic significance in their own right.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

The proposed project is detached from the primary dwelling. Distinctive materials, features, and finishes that characterize the contributing resource will not be touched; there it will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

The scope of work of the project does not include the acquired historic resource. The designated structure will retain its historic status and architectural elements.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

The proposed scope does not include chemical or physical treatment to any existing historic materials.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

The proposed project will not have an impact on any potential archeological resources.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

The proposed ADU will not alter nor remove any existing historic materials or features, nor will it significantly impact the spatial relationships that characterize the property.

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Should the project be removed in the future, it will not impair the property as it will be constructed detached from the primary structure and located in the rear. The historic property and its environment will be largely unaffected by the construction.

Pomona Historic Preservation Guidelines:

Chapter 3: Updating Your Historic Building of the Pomona Guide to Historic Preservation includes many guidelines and standards for Accessory Dwelling Units (ADUs), all of which are being met by the proposed building. These include, but are not limited to, the following:

1. Architectural Style

Architectural style (e.g. Craftsman), architectural detailing (e.g. exposed rafters), construction materials, finishes, and colors, door trim and style, and window trim and style (grid pattern, frame thickness, opening direction, etc.) must be the same as the existing structure.

The proposed ADU is intentionally designed to have the architectural detailing, materials, finishes, colors, and style commonly identified in Craftsman Bungalow homes. The design includes the implementation of exposed rafters, double-hung wood windows, horizontal siding, color, and roofing materials to match the existing Craftsman dwelling.

2. Compliance with ADU Ordinance

The ADU shall comply with the following:

- a. The ADU shall meet all applicable Pomona ADU Standards*
- b. The ADU shall be to the rear of the primary structure*
- c. The side and rear-yard setbacks shall be at least four feet*
- d. The peak height above grade is sixteen feet*
- e. The maximum site coverage for all structures is 45%*
- f. The distance between the ADU and the main structure is ten feet*

The proposed accessory dwelling unit complies with all applicable ADU standards. The building is at the rear of the property, has a peak height of 13'-9", does not exceed site coverage, and maintains a building separation of 11 feet between the primary dwelling and ADU. Overall, the scope is not projected to visually overwhelm the existing historic resource or structures on neighboring properties. The proposed ADU addition is setback 5'-4" away from the eastern side yard property line. The setback standards would only be applicable to the new construction of the ADU and are limited to the addition.

3. Entry Requirements

The entry of an ADU shall face the interior of the property and not be visible from the street to the extent feasible.

Entrance to the ADU shall face the interior property and will not be fully visible from the street. The southern façade that will be visible from E. Columbia Avenue and will mimic the appearance of a garage, as the design proposes to retain the existing wooden garage door and place it on the south elevation of the structure. No entries to the ADU will be visible from the public right of way.

Required Findings:

The findings required in Section 1190.D.4. of the Pomona Zoning and Development Code for Certificates of Appropriateness are contained in the attached Resolution (Attachment No. 1).

Public Noticing:

On Thursday, February 19, 2025, a public hearing notice was mailed to the applicant and all owners of properties located within a 400' radius from the subject site (Attachment No. 6). The item was also published in the Inland Valley Daily Bulletin. As of the date of this report, Staff has not received correspondence regarding the proposed project.

Environmental Review:

Pursuant to the provisions of CEQA (Public Resources Code, Section 21084 et. seq.), the guidelines include a list of classes of projects which have been determined not to have a significant effect on the environment, and which shall, therefore, be exempt from the provisions of CEQA. Staff is recommending the Historic Preservation Commission determine the project is categorically exempt in compliance with Section 15303, Class 3 (New Construction or Conversion of Small Structures) and Section 15331, Class 31 (Historic Rehabilitation) in that the project consists of the construction of a small structure and is consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties. The proposed project described above hereby meets the guidelines for a Categorical Exemption, therefore, no further environmental review is required.

Conditions of Approval:

The Conditions of Approval are contained in the attached resolution (Attachment No. 1).

Conclusion:

The design of the proposed Accessory Dwelling Unit has been deemed to be compatible with the Craftsman Bungalow style of the existing historic resource and will not detract from the historic value of the site and its surrounding neighborhood. This determination is informed by careful consideration of architectural elements and scale intended to match the historic integrity of the site and preserve the character of the surrounding neighborhood.

Staff recommends that the Historic Preservation approve Major Certificate of Appropriateness application (MAJCOA-000607-2025) and adopt HPC Resolution No. 26-010.

Attachments:

1. Historic Preservation Commission Resolution No. 26-010
2. Citywide Survey
3. Preserving Pomona's Historic Architecture – Craftsman Bungalow
4. Site Photographs
5. Proposed Architectural Plans
6. Proof of Publication and Radius Map