



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, September 3, 2025

6:30 PM

Council Chambers

CALL TO ORDER

Chairperson Keller called the meeting to order at 6:35 p.m.

PLEDGE OF ALLEGIANCE

Chairperson Keller led the Pledge of Allegiance.

ROLL CALL

Present: Commissioner Brittany C. Gallivan
Vice-Chairperson Walter Martinez
Commissioner Carol Anten
Commissioner James Gallivan
Commissioner Ruth B. Alvarez
Commissioner Chara Swodeck (arrived at 6:58 p.m.)
Chairperson Angela H. Keller

Absent: None

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

PUBLIC COMMENT:

None

COMMISSIONER COMMUNICATION:

Commissioner J. Gallivan was unable to attend the Pomona Heritage Restoration Workshop.

Chairperson Keller attended the Pomona Heritage Restoration Workshop, and it was successful.

CONSENT CALENDAR:

1. Approval of Action Minutes from the Historic Preservation Commission meetings of July 2, 2025 & August 6, 2025.

Moved by Chairperson Keller, seconded by Commissioner Alvarez, to approve with amending August 6, 2025 meeting. Motion carried (6-0-0-1)

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

In Opposition: none

In Support: none

Discussion Time: 1 minute (6:36 p.m.to 6:37 p.m.)

Keller August 6 minutes – Chair Swodeck made the motion and seconded

PUBLIC HEARING:

None

DISCUSSION ITEMS:

1. Determination of Historic Significance (DHS-000355-2025) for 1677 N. Garey Avenue

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.
2. Staff determined that the property is not historic.

Commission concerns/questions

1. Commissioner Alvarez had a question about the criteria that determines the property historic. She further mentioned that the property was tied to President John F. Kennedy, so are both criteria necessary for the property to be deemed historic.
2. Commissioner Martinez asked if a plaque can be placed on this property.
3. Chairperson Keller asked if a motion is necessary for staff to designate the property as a point of interest.

Planning Manager Starns stated that the property must have significance and integrity to be deemed historic.

1. The Commission can deem the property as a point of historical interest and place a plaque on the property without having to designate.
2. There are other properties we can possibly designate as a point of interest.

Moved by Commissioner J. Gallivan, seconded by Chairperson Keller, to determine not historic. Motion carried (6-0-0-1)

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

In Opposition: none

In Support: none

Discussion Time: 13 minutes (6:38 p.m. to 6:51 p.m.)

2. Determination of Historic Significance (DHS-000508-2025) for 312 W. Franklin Avenue

Associate Planner Molina presented the item.

1. Provided an extensive history of the site to the Commission to determine the historical significance of the property.
2. Staff determined that the single-family dwelling and accessory structures are not historic or eligible as a historic landmark.

Commission concerns/questions

1. J. Gallivan asked if the applicant could save the trees.

Moved by Commissioner J. Gallivan, seconded by Commissioner Anten, 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: 13 minutes (6:52 p.m. to 7:05 p.m.)

3. Discussion regarding the Mills Act

Planning Manager Starns presented the item.

1. The Mills Act is a property tax incentive for single family homes (state program).
2. 10-year contract with a 2% inflation rate
3. The money saved will go back to the property to maintain the historic significance.
4. We discourage interior remodels and projects that will destroy historic features. ADUs cannot be considered.
5. There is an interest component (capitalization rate) determined by the Board of Equalization.

6. The Commission is task to recommend approval of the Mills Act to City Council.
7. Under State law the property must be contributing or a designated landmark
8. Noncontributing properties are allowed to apply for the Mills Act. In return, the property will go from noncontributing to a contributing property.

Commissioner concerns/questions

1. Commissioner Alvarez asked if the applicant prioritizes projects recommended by staff.
2. Commissioner B. Gallivan asked can a project be reassessed if the projected cost is greater than the initial cost.
3. Commissioner Swodeck requested status of the projects postponed allowing the applicant to apply for the Mills Act.

Planning Manager Starns mentioned that a contract can be cancelled, but the homeowner would need to pay 12.5% penalty fee of the assessed value.

Discussion only, no action taken.

Discussion Time: 35 minutes (7:06 p.m. to 7:41 p.m.)

4. Establishment and Appointment of Members to an Outreach Ad-Hoc Committee

The Commission has completed the first five-year plan and would like to establish goals and priorities for the next five-year plan. The Ad-Hoc Committee must consist of up to three members and have a sunset date. The Commission agreed to a sunset date of six months. The Commission appointed Commissioner Swodeck, Martinez, and Keller to the Ad-Hoc Committee

Moved by Commissioner Swodeck, seconded by Chairperson Keller, to appoint Commissioner Swodeck, Martinez and Keller. 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: 24 minutes (7:42 p.m. to 8:06 p.m.)

5. Pre-Planting of Trees as Mitigation

Staff and Commissioners attended the Pomona Heritage Restoration Workshop. A question was asked to register a tree, so that it would count as mitigation for a future tree removal. Homeowners can apply for Minor Certificate of Appropriateness for trees that are dying, diseased, dead or causing a hazard to the public. Removal of a healthy tree requires a Major Certificate of Appropriateness. Homeowners can pay an in-lieu fee rather than planting a tree. The Commission agreed to allow staff to work on a process for mitigation.

Discussion Time: 24 minutes (8:07 p.m. to 8:24 p.m.)

STAFF COMMUNICATION:

Planning Manager Starns mentioned that we received a lot of compliments at the restoration workshop.

ADJOURNMENT:

The meeting was adjourned at 8:26 P.M. to the meeting of October 1, 2025 at 6:30 P.M.

Respectfully submitted,

Prepared by,

Geoffrey Starns, AICP, AIA, LEED AP
Planning Manager

Miroslava PourSanae
Administrative Assistant