

HPC RESOLUTION NO. 25-022

A RESOLUTION OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF POMONA, CALIFORNIA APPROVING MAJOR CERTIFICATE OF APPROPRIATENESS (MAJCOA-000114-2025) FOR THE PROPOSED NEW 800 SQUARE FOOT, DETACHED, ACCESSORY DWELLING UNIT AND 15 SQUARE FOOT PORCH AT THE REAR OF A CONTRIBUTING RESOURCE LOCATED AT 1627 N. PARK AVENUE IN THE HACIENDA PARK HISTORIC DISTRICT (APN: 8359016044)

THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF POMONA DOES RESOLVE AS FOLLOWS:

WHEREAS, the applicant, Michael Zhang, submitted an application for a Major Certificate of Appropriateness (MAJCOA-000114-2025) for a new 800 square-foot, detached, Accessory Dwelling Unit with a 15 square-foot porch, at the rear of a contributing resource located at 1627 N. Park Avenue (APN: 8359-016-044);

WHEREAS, the residential structure at the site was originally constructed in 1924 in the California Bungalow style of architecture;

WHEREAS, the subject property is a contributing resource to the Hacienda Park Historic District, which was designated as a historic district by the Pomona City Council on October 06, 2003;

WHEREAS, any new or proposed accessory dwelling on a contributing resource within a designated historic district requires the Historic Preservation Commission to approve a Major Certificate of Appropriateness prior to the issuance of building permits;

WHEREAS, the Historic Preservation Commission must make findings as described in Section .1190.D.4. of the Zoning Ordinance to approve a Major Certificate of Appropriateness for an accessory dwelling unit consisting of a project with additions at a contributing resource located in a historic district;

WHEREAS, the Historic Preservation Commission of the City of Pomona, has, after giving notice thereof as required by law, held a public hearing on August 06, 2025, concerning the requested Major Certificate of Appropriateness (MAJCOA-000114-2025); and

WHEREAS, the Historic Preservation Commission has carefully considered all pertinent testimony and the staff report offered in the case presented at the public hearing.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Historic Preservation Commission of the City of Pomona, California, as follows:

SECTION 1. The Historic Preservation Commission hereby determines that, pursuant to the Guidelines for Implementation of the California Environmental Quality Act (CEQA), the proposed project meets the criteria of a Class 3 (New Construction or Conversion of Small Structures), Section 15303(a); and Class 31 (Historic Resource Restoration/Rehabilitation), Section 15331 in that the project consists of the construction of a new small structure and is consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties. Therefore, will not cause a substantial adverse change in the significance of a historical resource.

SECTION 2. Section. 1190.D.4. of the Pomona Ordinance requires the Historic Preservation Commission to make findings to approve a Major Certificate of Appropriateness. The Historic Preservation Commission hereby makes the following findings:

1. *The proposed alteration, restoration, relocation, or construction, in whole or in part, will not detrimentally change, destroy, or adversely affect any significant or character-defining feature of the resource.*

The scope of the proposed project solely includes the construction of a new accessory dwelling unit and porch that are detached from the contributing historic resource on the site that has been designed to significantly match the California Bungalow architectural style of the primary dwelling unit on site; therefore, this project will not affect any significant character-defining features of the resource.

2. *The proposed alteration, restoration, relocation, or construction, in whole or in part, will not detrimentally change, destroy, or adversely affect the historic character or value of the resource.*

The proposed project was designed to be compatible with the existing, contributing historic resource on the site by incorporating the California Bungalow architectural elements to the accessory dwelling unit. This project will not affect the historic character, or value of the resource.

SECTION 3. The Historic Preservation Commission hereby approves the Major Certificate of Appropriateness (MAJCOA-000114-2025) for a new 800 square-foot detached Accessory Dwelling Unit with a 15 square-foot porch at the rear of a contributing the resource within the Hacienda Park Historic District with the following conditions:

1. **Time Limits.** The Certificate of Appropriateness shall become void twelve (12) months from the date of approval (August 06, 2026) unless a building permit has been issued and work authorized by this approval has commenced prior to the expiration date and is diligently pursued to completion.

2. The proposed project shall be built in compliance with the approved plans on file with the Planning Division.
3. Any deviation from the approved plans, shall require modification to the Certificate of Appropriateness and require approval of the Planning Division and, if necessary, the Historic Preservation Commission.
4. All project conditions shall be imprinted on the title sheet of the construction drawings. The approved set of plans shall be retained on-site for review by Building Inspectors during the course of construction.
5. In the event that conditions imposed by the Historic Preservation Commission are inconsistent with provisions of the California Code of Regulations, Title 24 (also known as the California Building Standards Code) or any uniform construction code applicable within this jurisdiction, such conditions of the Historic Preservation Commission shall be waived in favor of such code.
6. Prior to Occupancy the Planning Division shall inspect the premises to ensure the Conditions of Approval have been met and that the project has been constructed per the approved plans.
7. Construction Activities:

Hours of construction activity shall be limited to:

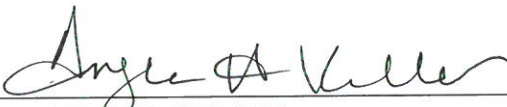
7:00 a.m. to 8:00 p.m., Monday through Saturday
(There shall be no construction allowed on Sunday or on any Federal or State Holiday)

8. Violation of any of the conditions of this permit shall be cause for revocation and termination of all rights thereunder.
9. The style (i.e. frame thickness, opening direction, etc.) and fenestration of the new windows shall match those of the existing building. Submit a cut sheet(s) of all the window types to be used to Planning for review and approval prior to issuance of building permit.
10. If new roof venting is required, the vents shall be low profile vents to minimize the visual impact.
11. The roof pitch and roofing materials of the proposed accessory dwelling unit and porch shall match the pitch and materials of the existing primary dwelling.

12. Eave overhangs shall match the dimensions and architectural detailing of the existing primary dwelling.
13. All siding on the proposed accessory dwelling unit shall match the siding of the existing primary dwelling. Submit a cut sheet(s) of the proposed siding material for Planning review and approval prior to issuance of building permit(s).
14. Windows shall be single-hung wood windows and are required to significantly match the scale, form, and decorative features of the existing living space windows of the existing single-family structure located on the subject site. Plans must indicate material, style, and trimming prior to the issuance of a Building Permit.
15. All windows on the proposed ADU shall have wooden shutters to match the primary dwelling.
16. All windows and doors shall have a wooden trim to match the primary dwelling.
17. All windows and exterior doors shall have a recessed opening to match existing.
18. The applicant shall obtain a building permit prior to any demolition or construction.
19. All ground and roof-mounted mechanical equipment is required to be fully screened from view. Upon final inspection, Planning Division staff may require additional screening if warranted, through either landscaping, walls or a combination thereof.

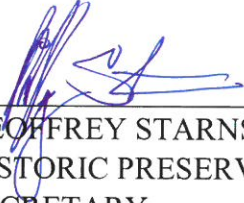
SECTION 4. The Secretary shall certify to the adoption of this Resolution and forward the original to the City Clerk.

APPROVED AND PASSED THIS 6TH DAY OF AUGUST 2025.



ANGELA H. KELLER
HISTORIC PRESERVATION COMMISSION
CHAIRPERSON

ATTEST:



GEOFFREY STARNs, AICP, AIA, LEED AP
HISTORIC PRESERVATION COMMISSION
SECRETARY

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)ss.
CITY OF POMONA)

AYES: Keller, B. Gallivan, Anten, J. Gallivan, Alvarez, Swodeck.
NOES: None.
ABSTAIN: Martinez.
ABSENT: None.

Pursuant to Resolution No. 76-258 of the City of Pomona, the time in which judicial review of this action must be sought is governed by California Code of Civil Procedure Section 1094.6.



Historic Preservation Commission

Staff Report

DATE: August 6, 2025

FILE NO: MAJCOA-000114-2025

A request for a Certificate of Appropriateness (MAJCOA-000114-2025) to build a new 800 square-foot, detached, Accessory Dwelling Unit (ADU) with a 15 square-foot porch, at the rear-yard of a contributing resource within the Hacienda Park Historic District.

ADDRESS: **1627 N. Park Avenue**

APPLICANT: Michael Zhang, Architectural Designer

PROJECT PLANNER: Karina Diaz, Assistant Planner

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. The Historic Preservation Commission will consider adopting a Categorical Exemption 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.

RECOMMENDATION: Approve File No(s). MAJCOA-000114-2025 and adopt Resolution No. 25-022 (Attachment No. 1)

IMPORTANT DATES:

Date Submitted: January 30, 2025

Date Determined Complete: April 9, 2025

CRITICAL TOPICS:

- Architectural consistency
- Massing and location of structures
- Retention of historic streetscapes

PROPERTY ARCHITECTURE AND BACKGROUND:

The subject site located at 1627 N. Park Avenue is located within the Hacienda Park Historic District. Upon review of the site's survey, the property was developed in 1924 with a single-family residential dwelling and detached garage (Attachment No. 2). Both structures were built in the California Bungalow architectural style. Notable bungalow features on the primary dwelling include: a side gabled roof with bumpouts on the north and south elevation, wide eave overhangs, exposed rafter tails, and clapboard siding. Photographs of the site have been provided for Commission's review (Attachment No. 3).

CHARACTER-DEFINING FEATURES:

Primary Dwelling

- Cross-gabled roof
- One story in height
- Rectangular in plan
- Porch at entrance
- Exposed rafter tails
- Wide eave overhang
- Exposed rafter tails
- Horizontal clapboard wood siding
- Single-hung wood-frame windows
- Window Shutters

DISCUSSION OF CRITICAL ISSUES

1. Architectural consistency of the ADU

Careful consideration has been given to the design of the ADU to sufficiently match both the elements found on the existing dwelling and the California Bungalow style. Elements that have been taken from the existing dwelling include: the exposed and accentuated roof beams, exposed rafter tails, horizontal clapboard siding, the type and size of windows, entrance porch, color palette, and window shutters. The proposed ADU is intended to appear as though it is part of the original construction of the site, by incorporating the architectural elements found on the primary dwelling.

2. Massing and location of structures.

The primary dwelling at 1625 N. Park Avenue is approximately 602 square feet in size with a front porch of 71 square feet. The proposed ADU will be 800 square feet with a 15 square foot porch. As proposed, the scope is within the ADU size requirements for structures proposing two or more bedrooms, per ADU Ordinance No. 4353, Section 830.A.(4).

The peak height from grade for the existing dwelling is 13'-11" whereas the proposed ADU will have a peak height from grade of 14'-3". The height of the ADU is within the height maximums permitted for ADUs (maximum height allowed is 16 feet). The proposed ADU was intentionally placed in the rear yard to limit the structure's visibility from public view.

The maximum width of the existing dwelling is 22'-2" whereas the max width of the proposed ADU is 35'-7". The additional width for the ADU is consolidated in a 165 SF projection housing a portion of one bedroom, the bathroom, and closet located to the far rear of the property. The maximum depth of the existing dwelling measures 30'-5" whereas the maximum depth of the ADU is 22'-6".

The existing dwelling is located approximately 29'-2" from the front property line (PL) whereas the proposed ADU is located 111'-6" from the front PL. Along the front yard, facing Park Avenue, there is a large tree, a combination of shrubs, and a small walkway that leads to the rear of the property. On the south-side of the PL there is an 8-foot-wide driveway leading to an existing detached garage, located approximately 77'-7" away from the front PL.

3. Retention of the historic streetscape.

The existing dwelling is centrally located relative to the width of the parcel, occupying 44% of the lot's width of 50 feet. On the north-east portion of the site's frontage, there is an existing gate covered by landscaping surrounded by shrubs and mature trees that limit the view into the side and rear yard of the property. On the southern portion of the site's frontage, the driveway that extends into the rear yard does provide a moderate view of the side and rear yard areas, however the location of the existing garage that is to remain in place will block the view of the ADU that is located roughly 111 feet from the public sidewalk. In conjunction with the existing site features (e.g. landscaping, location and massing of structures), the ADU's building height, massing, distance from the public right-of-way, and architectural details were all carefully considered to protect the historic integrity of the site and neighborhood.

DESIGN REVIEW:

The Historic Preservation Ordinance provides that the Commission is guided by the following areas in addition to the Secretary of the Interior's Standards for Rehabilitation. Staff has reviewed the project as it relates to these standards as well as any applicable design guidelines. Staff's analysis is below:

1. Height. The height of any proposed construction shall be compatible with the height and bulk of surrounding structures and in conformance with the maximum allowable height for the applicable zoning district.

The proposed ADU will be compatible with the height and bulk of surrounding structures and is compliant with maximum allowable heights of the NED1 district and the City's ADU standards.

2. Proportions of Windows and Doors. The proportions and relationships between doors and windows shall be compatible with the architectural style and character of the surrounding structures, and be of an appropriate material.

The proportions and relationship between doors and windows of the proposed ADU will match those of the existing primary dwelling and will therefore be compatible with the architectural style and character of the existing California Bungalow dwelling on the site. Materials, style, and colors will be a like-for-like match with the existing primary dwelling.

3. Relationship of Building Masses and Spaces. The resulting relationships between proposed structures and created spaces, or between remodeled structures and created spaces, shall be consistent with the shapes and setbacks of existing adjacent structures.

The proposed ADU is compliant with applicable setback standards, provides sufficient space between existing structures, and does not create an unusual pattern of development not found in the neighborhood.

4. Roof Shape. The designs of the roof shall be compatible with the architectural character and style of the surrounding structures. Gables, turrets, and other roof forms shall be incorporated when appropriate to accomplish design compatibility with adjacent structures.

The proposed ADU's roof has been designed to be compatible with the gable forms, pitch, and exposed rafter elements typically found on California Bungalow homes. The proposed ADU will incorporate exposed rafters along the east and west elevation of the structure. Exposed beams to match the primary dwelling will be located along the north and south elevation.

5. Scale. The scale of the structure shall be compatible with the architectural character and style of the existing buildings. The new building shall blend in with surrounding buildings through the sensitive use of proper scale and materials.

The proposed dwelling was designed to have a scale that is similar and appropriate to the existing primary California Bungalow on the site. Furthermore, the proposed architectural elements of the dwelling are all elements that are found on the existing primary dwelling.

6. Directional Expression/Facades. Facades in a historic district shall blend in with other structures with regard to directional expression. Structures in a historic district shall be compatible with the dominant horizontal and vertical expression of surrounding structures.

The proposed dwelling shares the same directional expression as the primary dwelling; therefore, this standard is being met.

7. Architectural Details. Architectural details, including materials and textures shall be treated so as to make any new construction compatible with the architectural style and character of the historic district.

The proposed ADU has been modeled after the architectural details found on the existing dwelling to make it compatible with the style of the primary dwelling and the character of the historic district. Architectural details include like-for-like siding materials, roof materials, window and door trim, window shutters, decorative eave details, exposed rafters, colors, etc.

8. Architectural Rhythm and Articulation. All proposed structures or facade remodeling shall show sufficient and rhythmic repetition of architectural details so as to be compatible with the facade articulation of existing adjacent buildings.

The proposed ADU has been designed to uniformly create a consistent architectural rhythm and articulation of architectural details along all facades so as to match the façade articulation of the existing primary structure on the property.

9. New Additions/Construction. New additions and adjacent related new construction shall 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 not be unimpaired.

The proposed ADU is located on a portion of the parcel that is not occupied by any buildings or significant landscaping features. Furthermore, no original structures are proposed to be removed or altered. Therefore, the essential form and integrity of the historic property will be unimpaired if the ADU were removed in the future.

10. Mechanical Equipment. All exterior mechanical equipment shall be screened from view with appropriately designed screens, parapet walls, landscaping or any other form of screening which the commission or the planning and development services manager may deem acceptable. The design, style, color and texture of the required screening method shall be compatible with the existing or proposed building/facade design.

The proposed ADU is significantly detached from the right-of-way and is visually screened by existing primary and accessory structures. Furthermore, all exterior mechanical equipment will be conditioned to be located alongside the rear facades that do not front along the right-of-way.

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 ADU will continue the historically existing residential use of the property; furthermore, all changes to the proposed site are required to match the distinctive architectural features, spaces, and spatial relationships of the existing site.

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 project is not proposing any removal of distinctive materials or alteration of existing features. The California Bungalow architectural style and influences will be retained and preserved, given that the proposed scope does not involve any changes or alterations to the existing historic resources.

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.

No conjectural features or elements are proposed to be borrowed from other historic properties, all features and elements of the proposed ADU are guided by the features found on the California Bungalow buildings located on the 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 singular features 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.

All proposed materials, features, and finishes that characterize the California Bungalow style of the existing structures will not be altered with this request, and; therefore, will be preserved. The proposed ADU will implement the distinctive materials, features, and finishes found on the primary dwelling to maintain the historic composition of the site.

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.

This standard is not applicable as the project scope consists of a new structure only. The project scope does not include any modifications to existing structures with deteriorated historic features.

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.*

This standard is not applicable as the project scope consists of a new structure only. The project 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.

There are no known archaeological resources that have been identified at the subject property.

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 features nor significantly impact the spatial relationships that characterize the property. The new dwelling has been designed to be compatible with historic features of the site and its surrounding environment.

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.

The proposed ADU is proposed on a portion of the parcel that is not occupied by any buildings or significant landscaping features. Furthermore, no original structures are proposed to be removed or altered. Therefore, the essential form and integrity of the historic property will be unimpaired if the ADU is removed at a future time.

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 June 25, 2025, a public hearing notice was mailed to the Applicant and all owners of properties located directly adjacent to and directly across the street from the subject site (Attachment No. 6). As of the date of this staff 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 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 California 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 the careful consideration of architectural elements and scale intended to match the historic integrity of the site and neighborhood.

For the reasons mentioned in this staff report, Staff recommends that the Historic Preservation Commission approve Major Certificate of Appropriateness application (MAJCOA-000114-2025) and adopt Resolution No. 25-022.

ATTACHMENTS:

1. Historic Preservation Commission Resolution No. 25-022
2. Historic Site Survey
3. Preserving Pomona’s Historic Architecture – California Bungalow
4. Site Photographs
5. Proposed Architectural Plans
6. Proof of Public Hearing Noticing