



Staff Report

City of Pomona Historic Preservation Commission

December 3, 2025

FILE NO: MAJCOA-000551-2025

A request for a Major Certificate of Appropriateness to construct a new, detached 400 SF accessory dwelling unit on a historically designated property within the Lincoln Park Historic District.

ADDRESS: 328 E. Pearl Street

APPLICANT: Serge Mayer

PROJECT PLANNER: Irene Mouré, 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 15301, Class 1 (Existing Facilities) in that the project is consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties and consist of a minor alteration to the site, such as the construction of a detached accessory structure of the CEQA Guidelines.

RECOMMENDATION: Approve File No. MAJCOA-000551-2025 and adopt Resolution No. 25-041 (Attachment No. 1).

Project Information:

GENERAL PLAN DISTRICT: Neighborhood Edge

ZONING DISTRICT: Neighborhood Edge
District 5 (NED5-H)

TRANSECT: T4-B

SPECIFIC PLAN DISTRICT: N/A

GENERAL PLAN DENSITY: 20 DU/AC

NEW HOUSING UNITS: 1 ADU

Important Dates:

DATE SUBMITTED: August 8, 2025

DATE DETERMINED COMPLETE: November 13, 2025

DEADLINE TO MAKE A DECISION: January 24, 2026

Property Background:

The property, located at 328 E. Pearl Street, consists of a single-family dwelling residence and a small accessory structure estimated to have been constructed in 1905. The property is designated as a contributing resource to the Lincoln Park Historic District (LPHD).

Architectural Style:

The LPHD survey identifies the contributing resource as a Craftsman Bungalow with minor modifications (Attachment No. 5).

Architectural Description:

The primary structure is a two-story bungalow that has largely retained many of its distinctive and character-defining features. One of the more distinctive qualities is the symmetrical placements of the elements. The primary door has side light windows and is centered with two (2) large front-facing picture windows on each side, and a prominent front porch that expands the full-width of the structure supported by thick columns. Most of the exterior siding on the structure and the porch is horizontal clapboard of wood material with minor stuccoing seen on the front porch pillars and the gable dormer/sleeping porch.

The roof is gabled with deep overhanging eaves and exposed rafters and decorative brackets, ultimately extending the roofline forward. The gabled dormer, at one point was possibly a sleeping porch, has three (3) double-/single-hung windows grouped in a horizontal band. Windows on the side of the dormer have been enclosed with aluminum windows, as noted in the LPHD survey.

RELEVANT ALTERATIONS:

- 1960 – Repair of garage structure
- 1969 – Addition of family room
- 2011 – Three-foot high cedar fencing along front property line

Character-Defining Features:

1. Clapboard siding
2. Gable dormer
3. Front porch, full width, supported by stuccoed porch pillars
4. Symmetrical elements
5. Two large front-facing picture windows of wood
6. Front door with side lights

Discussion of Existing Conditions:

According to the Los Angeles County Assessor's Portal, the lot is recorded at 7,496 SF. The primary structure is 1,953 SF and is two-stories or 26'-8" in height. The existing primary dwelling structure retains many character-defining features from the original construction in 1905. Minor alterations include a permitted structural enlargement for a

"family room", repair of the garage structure, and the addition of three-foot high, open wood fence along the front property line.

Design Review:

On August 8, 2025, the Planning Division received an application for a Major Certificate of Appropriateness (MAJCOA-000551-2025) for the construction of a new 400 SF accessory dwelling unit (ADU).

The ADU is proposed to be detached from the primary dwelling structure, located 27'-11" away from the structure in the rear. However, the project is proposing the ADU to be attached to an existing 431 SF accessory structure with a height of 10'-4" located in the rear of the property. The accessory structure is located five-feet from the rear property line. The ADU attachment will maintain the existing five-foot setback. The proposed ADU will be setback from the easterly side yard by 5'-8". Furthermore, the height of the ADU is proposed to be single-story, at 15'-7".

The project is proposing to be an in-kind replica of the primary building. For instance, the siding is replicating the clapboard siding with horizontal Hardie siding. The windows are proposed to be off wood material and single-hung, opening in the same direction as those windows on the primary dwelling. The roof will also be gabled with exposed rafters and brackets. The roof will have a 7:12 roof pitch with gable roof vents on westerly side of the proposed ADU. Lastly, the project will also match the main color of green with white fascia, door, and window trims and have red windows.

Project plans as well as site photographs have been provided for Commission assessment and design review (Attachment Nos. 2 and 3).

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

The Historic Preservation Ordinance provide 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 use of the property will not change. The single-family residence use will remain as the proposed project is an accessory dwelling unit. Therefore, the project meets this standard.

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 historic character of the property will be retained and preserved as the new, detached ADU is designed to replicate the character-defining features of the Craftsman Bungalow architectural style. Therefore, the project is in compliance with this standard.

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.*

The project is proposed to 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. Therefore, the project is in compliance with this standard.

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 be preserved. Therefore, the project meets this criterion.

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 changes to the property will not have an impact on the structures surveyed. The designated structure will retain its historic status and architectural elements. Furthermore, the scope of work of the project does not include the acquired historic resource. Therefore, the project is in compliance with this standard.

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 project is not proposing to make any modifications to the historic resource. Therefore, the project is in compliance with this standard.

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 archaeological resources. Therefore, the proposal is compliant with this standard.

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 new construction will not destroy the historic characterization of the property as the project is proposing to be detached from the primary dwelling and located at approximately 27 FT distance away. Furthermore, the ADU will be attached to an existing accessory storage structure. The accessory structure's visibility is obscured by a six-foot high wooden fence. The fence will also limit the visibility of the ADU. The project plans propose that the exterior siding match in-kind with the green color and the horizontal wood material and will be added to each elevation. The proposed windows will be of wood material, single hung and have the same upward direction. Lastly, the proposed ADU will not be taller than the primary and its building footprint is proposed to be slightly smaller than the primary's. Therefore, the project is in compliance with this standard.

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 proposed 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. Therefore, the project is in compliance with this standard.

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 (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 detached accessory dwelling unit is designed as a Craftsman Bungalow and has included many architectural character-defining features from the primary home, including exposed rafters, gable venting, wood hung windows, identical wood siding, extruded support beams, siding and roofing materials, etc.

2. *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 35%*
 - 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 structure is at the rear of the property and is 15'-7" tall, shorter than the primary house so it does not visually overwhelm the existing structure or structures on neighboring properties. The ADU The structure is setback 5'-8" from the side property line and seven-feet from the rear, rather than the required four, and is over 27 FT away from the primary dwelling.

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

The entrance of the ADU is on the front façade and will be screened by an existing wooden fence. The ADU is also set back approximately 115 FT from the front property line and is located to the rear of the primary home. Therefore, the structure will not be particularly visible from the public right-of-way.

Required Findings:

The findings required in Sections .800.C.7. and .1190.D. of the Pomona Zoning and Development Code for a Certificate of Appropriateness are contained in the attached resolution (Attachment No. 1).

Conclusion:

Staff has determined the proposed detached ADU project is architecturally consistent with the designated contributing resource on the property. The project is proposing to match the exterior horizontal wood siding, wood window material and opening direction, and detailing trims. While a small percentage of the ADU frontage will be visible from the public street, the majority of the structure will be obscured by the primary dwelling. Overall, the architectural integrity of the primary dwelling will be retained and preserved and the character of the LPHD will not be negatively impacted. If the ADU is removed in an event in the future, the overall state of the property will remain the same.

Environmental Review:

Staff has determined that this project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15331, Class 31 (Historic Resource Restoration/Rehabilitation) and Section 15301, Class 1 (Existing Facilities) in that the project is consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties and consist of a minor alteration to the site, such as the construction of a detached accessory structure of the California CEQA Guidelines.

Conditions of Approval:

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

Attachments:

1. Historic Preservation Commission Resolution No. 25-041
2. Project Plans
3. Photographs of site and surrounding area
4. Public Noticing
5. Historic Surveys