

DRAFT MINUTES
POMONA HISTORIC PRESERVATION COMMISSION
JULY 5, 2017

CALL TO ORDER: The Historic Preservation Commission meeting was called to order at 7:00 p.m. by Chair Gallivan.

FLAG SALUTE: Commissioner Tomkins led the Commission in the flag salute.

ROLL CALL: Roll was taken by Development Services Manager Johnson

COMMISSIONERS PRESENT: Chair Gallivan and Vice-Chair Martin; Commissioners Gomez and Tomkins

COMMISSIONERS ABSENT: Commissioners Garcia, Kercheval, and Tessier

STAFF PRESENT: Development Services Director Lazzaretto and Development Services Manager Johnson

ITEM D:
CITIZEN PARTICIPATION:

Ms. Mickey Gallivan invited the Commission to a grand re-opening of the historic 1908 Barbara Greenwood Kindergarten on July 23, 2017.

ITEM E:
CONSENT CALENDAR:

Historic Preservation Commission Minutes

-Draft Minutes – May 3, 2017

Chair Gallivan mentioned item D and requested names to be corrected. Commissioner Tomkins mentioned item D2 regarding the Mayfair Hotel Support Letter and a correction needed to the Commission's name as it should read Historical Resources Commission. She requested the language "and she left the room" to be added to Vice Chair Martin's recusal of item F2. She mentioned additional discussion regarding the trimming of the tree to balance the tree made in the motion that was not included in the minutes for item F3. She also mentioned her discussion in item F3 regarding a certified arborist being changed to read a licensed arborist and she requested it read "certified arborist" as she stated. She requested the language "and she left the dais" to be added to her recusal of item F4. She requested the vote be amended for item F4 as she recused herself from the item and she requested her name be spelled correctly in the vote.

Motion by Vice Chair Martin, seconded by Commissioner Gomez, carried by a unanimous vote of the members present (4-0-0-3), Commissioners Garcia, Kercheval, and Tessier absent, continuing the discussion and consideration of the Historic Preservation Commission Meeting minutes of May 3, 2017.

Vice Chair Martin stated she cannot support the meeting minutes due to many inconsistencies. Commissioner Tomkins requested the minutes be separated by each speaker rather than

summarized together. Vice Chair Martin requested the issue of the minutes be discussed with the City Council.

PUBLIC HEARINGS: None

ITEM G:
NEW BUSINESS:

ITEM H:
DISCUSSION

1. Spadra Cemetery Oak Tree Removals

Development Services Manager Johnson stated the item would not be heard as a couple of the Commissioners served on the Pomona Valley Historic Society board and have been requested by the City Attorney to recuse themselves, therefore there would not be an adequate number of Commissioners to form a quorum. Discussion ensued about questions related to quorum and staff report for the Spadra Cemetery tree removal.

Commissioner Gomez stated she believed the item should be continued to the next meeting as there were open ended questions on previous items which could have been possible conflicts.

Motion by Commissioner Gomez, seconded by Vice Chair Martin, continuing the discussion to the August 2, 2017 Historic Preservation Commission Meeting.

Development & Neighborhood Services Director Lazzaretto suggested a meeting take place with the Planning Department. Ms. Mickey Gallivan requested the Police Department be present.

Vice Chair Martin requested an amendment to the motion for a sub-committee to be formed with two members of the Historic Preservation Commission and members of the Historical Society to meet with the Planning Department within two weeks.

Ms. Mickey Gallivan suggested only members of the Historical Society to meet with the Planning Department to obtain additional information on the item and then make a decision on the direction which needs to take place.

The Commission discussed and agreed for members of the Historical Society to meet with the Planning Department within two weeks. Staff is to inform the Historic Preservation Commission of the date of the meeting.

2. Historic Preservation Ordinance Related to Lincoln Park

Development Services Manager Johnson stated the item was requested by Vice Chair Martin. The Commission discussed the current tree ordinance. Commissioner Tomkins suggested a subcommittee be formed to amend the current ordinance to include language addressing replacement trees while including community input and community education regarding trees.

The Commission discussed and agreed to form a subcommittee to evaluate the current tree ordinance. Subcommittee members to be decided once the full Commission is in attendance.

Vice Chair Martin stated a concern regarding the lack of movement to replace trees which had been removed in Lincoln Park. She stated the Commission considered this item and unanimously voted to have the trees replaced with like trees, but the trees still have not been replaced, the discussion was not captured in the minutes, and the item had not been discussed or presented with the Parks and Rec Commission. Development Services Manager Johnson stated he discussed the item with the Public Works Director who had informed staff a \$400,000 grant had been received by the City which will be utilized to plant trees in every park in the city. Staff will inquire the public process and communicate this to the Historic Preservation Commission. In addition, he stated staff would review the audio regarding Lincoln Park and insure the correct minutes, to include replacement trees, are presented to the City Council. Discussion ensued regarding the Commissions' right to go before the City Council to speak their personal opinions and staff ensuring the March 1, 2017 Historic Preservation Meeting minutes addressing the Major Certificate of Appropriateness (MAJCOA 5720-2016) at Lincoln Park are presented to the Parks and Recs Commission as well as the City Council. Vice Chair Martin requested an email to the Historic Preservation Commission from staff addressing the reasoning of not presenting the full meeting minutes to the Parks and Recs Commission.

3. Certificates of Appropriateness - Review of Previously approved Resolutions & Compliance

Development Services Manager Johnson stated the item was requested by Commissioner Tomkins. He stated letters had been sent to property owners with approved Major Certificate of Appropriateness (COA) to follow up to ensure Conditions of Approval were complied with. A staff member went back 10 years and researched permits pulled, completed visual inspections of the properties, and sent letters to the property owners reminding them of the Conditions they were to comply with. Commissioner Gomez requested a list of the properties, Conditions which were missed, and whether the items was missed due to staff or the property owner. Commissioner Tomkins requested a copy of the letter and the number of properties the letter was sent to. In addition, she mentioned receiving a letter for a COA she applied for, but never followed through with as she decided to cancel the project for a second story addition to her home.

ITEM I: HISTORIC PRESERVATION COMMISSION COMMUNICATIONS:

The Commission discussed a workshop three Commissioners recently attended.

Vice Chair Martin mentioned an item regarding a tree which was appealed to the City Council and approved. She stated she felt the applicant was presented as a victim when she did not feel he was a

victim and she felt staff should have provided additional background to the City Council regarding the item.

Chair Gallivan mentioned penalty fees for overriding historical preferences for home, he suggested reviewing the Charter and the Bylaws to ensure they are consistent, and requested excused absences be reviewed as absences have been an issue for the Commission.

Discussion ensued regarding the issue of Commissioners being absent. Vice Chair Martin requested a personal phone call to each Commissioner as a reminder of the meeting.

ITEM J:
DEVELOPMENT SERVICES MANAGER COMMUNICATIONS:

1. Certificate of Appropriateness Approvals for Minor Alterations - June 2017
-

ITEM K:
ADJOURNMENT:

Chair Gallivan adjourned the meeting at 9:13 pm to the next regularly scheduled meeting of the Historic Preservation Commission on August 2, 2017, in the City Council Chambers.

Brad Johnson
Development Services Manager

Maureen Casey, Transcriber
The minutes of this meeting are filed in the Planning Division of City Hall, located 505 South Garey Avenue, Pomona, CA, 91766.