

UNOFFICIAL MINUTES
POMONA HISTORIC PRESERVATION COMMISSION
September 4, 2019

A. CALL TO ORDER: The Historic Preservation Commission meeting was called to order at 6:37 p.m. by Chair Alice Gomez.

B. PLEDGE OF ALLEGIANCE: Commissioner Kercheval led the pledge of allegiance.

D. ROLL CALL: Roll was taken by Planning Manager Gustavo Gonzalez.

COMMISSIONERS PRESENT: Chair Alice R. Gomez; Vice-Chair Ann Tomkins; Commissioners Debra Martin, Tamara Gonzalez, Jim Gallivan, James Kercheval.

COMMISSIONERS ABSENT: Commissioner Jennifer Williams (sick)

STAFF PRESENT: Planning Manager Gustavo Gonzalez, Senior Planner Ata Khan, Assistant Planner Alex Jimenez, Assistant Planner Alina Barron, Assistant Planner Sandra Elias.

ITEM D:
PUBLIC COMMENT:

Dan McIntire, 357 E. Pasadena; spoke about the fantastic reintroduction of Lincoln Park Community Park. He thanked all the people involved, especially Planning Staff and Public Works, for making the improvements and working with the community to address concerns. He shared that at the reopening he saw all the aesthetic improvements along with updates for ADA requirements and traffic control. He thanked the preservation community (Pomona Heritage and the Historical Society) and the neighborhood for voicing that they wanted the park to be changed as little as possible because of its historic nature and stated that has truly been achieved. He thanked the Historic Preservation Commission for taking the time to address the contentious issues and differing opinions and to bring about a coalition of ideas that ended with changes being made that were less impactful. He thanked Mayor Tim Sandoval for leading the whole process, brokering all the different opinions and bringing it all together.

ITEM E:
CONSENT CALENDAR:

1. Approval of draft Historic Preservation Commission Minutes meeting of August 7, 2019.

Motion by Commissioner Tomkins, seconded by Commissioner Martin, carried by a unanimous vote of the members present (5-0-1-1), abstention by Commissioner Kercheval, to approve draft Historic Preservation Commission Minutes meeting of August 7, 2019.

HEARING ITEMS:

ITEM F-1 PUBLIC HEARING – MILLS ACT PROGRAM CERTIFICATE OF APPROPRIATENESS (MILLS 012030-2019) FOR A RESTORATION, REHABILITATION, AND PRESERVATION PLAN THAT INCLUDES A SCHEDULE OF PROJECTS TO BE COMPLETED DURING THE FIRST TEN YEARS FOLLOWING EXECUTION OF A MILLS ACT CONTRACT ON AN EXISTING CONTRIBUTING DWELLING LOCATED AT 1395 NORTH PALOMARES STREET IN THE LINCOLN PARK HISTORIC DISTRICT.

Commissioner Tomkins recused herself from this item and stepped off the dais, because her residence is within 500 feet of the applicant's project.

Alex Jimenez, Assistant Planner, provided a presentation on this item (see Staff Report, Item F-1)

Assistant Planner Jimenez provided background on the Mills Act:

- The State legislation enacted in 1972 allowed local governments to enter into Mills Act contracts with historic properties, with the precedent that they would maintain all properties and actively restore them while receiving a property tax incentive. This did two things; 1) it established a ten-year minimum contract period and 2) allowed local governments to establish their own criteria for a Mills Act program.
- In 2002 the Pomona City Council adopted standards for the implementation of the Mills Act program,
- In 2008 the Pomona City Council revised and restated the Mills Act program, because of feedback from constituents that not all the qualifying structures, qualifying projects, the contract specifics and the findings were okay. One notable change allowed for interior projects, as qualifying project, with a condition that once every three years, public access granted would be granted in the form of a tour
- To date there are thirteen active contracts with constituents in historic districts.
- Section.5809-13I2 authorizes Mills Act contracts to foster the preservation of the City of Pomona's historic properties, however, an approved major Certificate of Appropriateness for the preservation plan by the Historic Preservation Commission is required prior to going to City Council.

Chair Gomez opened public comment.

John Clifford, 182 Monroe; praised the Munn's home. He shared he has loved it for years and has had several opportunities to go to events in the home. He recommended the Historic Preservation Commission approve this item. He commented he is thrilled to see Mills Acts items on the agenda and that residents are utilizing the preservation tools offered in the City. On behalf of the Historical Society of Pomona Valley, he stated they feel all three Mills Act items on the agenda are good projects and hope the Historic Preservation Commission sees fit to approve them.

Dan McIntire, 357 E. Pasadena; spoke in praise of the Mills Act. He shared up until 1972 those that wanted to rehab a vintage property were on their own financially. He commented when a vintage home is restored, it not only increases the value of that home, but it also increases of the value of the whole neighborhood. He praised the Munn's home for being unique, sitting diagonally on a beautiful property. He shared he has helped with small home projects with previous owners and knows how iconic this house is to the neighborhood. He requested the Historic Preservation Commission approve this Mills Act contract.

Jay Munns, project applicant; stated he appreciates all the comments made to this point and would be happy to answer any questions. He shared the city staff did a thorough job and stated he was impressed with how well everything has been conducted and communicated to this point.

Commissioner Gallivan asked Mr. Munns if any of the goals seem to be more of a challenge than the rest.

Mr. Munns replied no, he has taken on projects that are achievable. He noted they will probably not ten years and so he will probably move up the timetable.

Commissioner Kercheval asked Mr. Munns about the earthquake retrofit status of the home.

Mr. Munns replied the home is currently unbolted and sits on river rock. He shared he had the home evaluated and was told the problem was getting access under the house. He shared he was told a retrofit would involve digging out access and pouring a second foundation. He shared the first estimates he received included jacking up the whole property, which he doesn't want to do with a 108-year-old home. He shared he is in discussion with another gentleman about this project.

Commissioner Martin thanked Mr. Munns for wanting to invest in his home and for making it even more historical that it appears today. She shared she has many beautiful memories of progressive dinners and desserts in the home.

Mr. Munns shared they have held several community events at the home, and he hopes to continue that tradition.

Motion by Commissioner Martin, seconded by Commissioner Gonzalez, carried by a majority vote of the members present (5-1-0-1), to approve the Mills Act Program Certificate of Appropriateness (MILLS 012030-2019) for a Restoration, Rehabilitation, and Preservation Plan that includes a schedule of projects to be

completed during the first ten years following execution of a Mills Act contract on an existing contributing dwelling located at 1395 North Palomares Street in the Lincoln Park Historic District.

Roll Call Vote: Commissioner Tomkins – recused, Commissioner Martin – yes, Commissioner Gonzalez – yes, Chair Gomez – yes, Commissioner Gallivan – yes, Commissioner Kercheval – yes

Commissioner Gallivan reported to staff that the street map displayed in the presentation was incorrect. He stated Como Drive is on the east side of the park and it only covers a couple houses.

Assistant Planner Jimenez responded that the images came from Google Maps aerial view and will make sure to confirm next time.

ITEM F-2

PUBLIC HEARING – MILLS ACT PROGRAM, CERTIFICATE OF APPROPRIATENESS (MILLS 11968-2019) FOR A RESTORATION, REHABILITATION AND PRESERVATION PLAN WHICH INCLUDES A SCHEDULE OF PROJECTS TO BE COMPLETED DURING THE FIRST TEN YEARS FOLLOWING EXECUTION OF A MILLS ACT CONTRACT FOR A PROPERTY LOCATED AT 337 SAN FRANCISCO AVENUE IN THE LINCOLN PARK HISTORIC DISTRICT.

Commissioner Tomkins returned to the dais at 7:12 p.m.

Alina Barron, Assistant Planner, provided a presentation on this item (see Staff Report, Item F-2)

Commissioner Tomkins asked staff how they calculated the property tax savings. She shared she read several articles about the Mills Act in L.A. County and other cities that state the savings is typically about 40-60%, but these numbers seem higher.

Senior Planner Khan replied he wouldn't be able to speak to the 40-60%, but as part of the approved Mills Contract program that the City of Pomona adopted there is a worksheet with a series of line items that need to be verified and looked at to develop that tax savings.

Commissioner Tomkins asked staff if they know what the actual savings has been on the thirteen contracts the City current has.

Planning Manager Gonzalez replied they don't have that information, but it is something they can report back on.

Senior Planner Khan shared the calculation estimate was 50%

Commissioner Tomkins replied that doesn't look like 50% of the tax rates.

Commissioner Kercheval asked if there was an earthquake retrofit.

Assistant Planner Barron replied the applicant can speak to that. She shared she has attended meetings specifically about the retrofitting of homes with river rock and was told it is nearly impossible to do the retrofitting on top of all of the costs.

Commissioner Kercheval responded he did a cursory search and there is a system that builds a foundation within the river rock foundation. He stated it is not impossible and doesn't believe it is cost prohibitive. He commented that the applicants put a lot of work and finances into restoring a beautiful home and then in the next earthquake it could be gone or very damaged.

Assistant Planner Barron shared staff had a meeting with the organization that gives out the funds and they discussed those options and some of the obstacles that people face trying to retrofit their home. She spoke about it being difficult to finding the appropriate contractor and shared that the City is liable to provide inspections to certify that all is in order for homeowners to get their funds.

Commissioner Kercheval shared the City of Monrovia, before they approve a Mills Act, requires that the home be retrofitted. He stated he doesn't want to put a stop to approving the Mills Act items and requested further research in the future.

Commissioner Tomkins seconded Commissioner Kercheval comments. She stated this topic has come up on prior Mills Acts contracts and the Historic Preservation Commission requested more information on earthquake retrofitting, because the public is investing in these properties and it would be devastating to lose them after that investment of tax dollars.

Commissioner Martin shared that when Paso Robles had an earthquake a lot of old buildings fell, but interestingly the ones that fell were retrofitting. She stated she is not being a devil's advocate, but agrees that more research needs to be done, because these homes have survived all the huge earthquakes in the past century. She stated she doesn't know if she is in favor of pushing retrofitting because it is a high expense for homeowners.

Senior Planner Khan responded staff will look at Paso Robles and the City of Monrovia example and compare it against what the research that Assistant Planner Barron mentioned has conducted so far. He stated staff can report back at the next meeting.

Chair Gomez opened the public comment.

Dan McIntire, 357 E. Pasadena; He recommended the Historic Preservation Commission approve this project for the Mills Act. He commented the Commission would be wise to studying all the seismic issues. He shared the preservation community has been looking at retrofitting alternatives and there are some innovative technical and architectural ideas, that aren't quite as onerous as building a whole new foundation. He suggested the preservation community work together to find a solution for Pomona's older homes, especially those with river rock foundations.

Commissioner Gallivan shared there was a person who spoke about seismic retrofitting at the the home restoration workshop.

Chair Gomez closed public comment and invited the applicant to come forward.

James and April Chertkow, project applicants; they stated they were happy to answer any questions anyone has. Mr. Chertkow shared Assistant Planner Barron was helpful and kept them in the loop the whole way. He responded to Commissioner Kercheval that they are very interested in earthquake retrofitting the home but haven't really looking into the process.

Commissioner Kercheval replied he is not making it a requirement; he just doesn't want them to overlook it.

Commissioner Martin shared that she owned a bungalow in 1989 with a river rock foundation and it was unaffordable for the retrofit, so they went underneath the house themselves and filled in the whole foundation with cement.

Commissioner Tomkins asked how close the large tree in the back is to the roof.

Mrs. Chertkow replied very close, within inches.

Commissioner Tomkins commented the Chertkow's have a beautiful home and she appreciate them making this effort to protect it.

Mrs. Chertkow commented for most of their lives they have dreamed of living in a home like this.

Commission Gallivan shared some of the previous owners put a lot of labor into the home, spending months polishing things to getting them smooth and on the stairways.

Mrs. Chertkow replied you can tell the house has been a labor of love for a long time and through many owners.

Motion by Commissioner Gallivan, seconded by Commissioner Kercheval, carried by a unanimous vote of the members present (6-0-0-1), to approve Mills Act Program, Certificate of Appropriateness (MILLS 11968-2019)

for a Restoration, Rehabilitation and Preservation Plan which includes a schedule of projects to be completed during the first ten years following execution of a Mills Act contract for a property located at 337 San Francisco Avenue in the Lincoln Park Historic District.

Roll Call Vote: Commissioner Tomkins – aye, Commissioner Martin – aye, Commissioner Gonzalez – aye, Chair Gomez – yes, Commissioner Gallivan – aye, Commissioner Kercheval – yes

ITEM F-3

PUBLIC HEARING – MILLS ACT PROGRAM CERTIFICATE OF APPROPRIATENESS (MILLS 12055-2019) FOR A RESTORATION, REHABILITATION, AND PRESERVATION PLAN THAT INCLUDES A SCHEDULE OF PROJECTS TO BE COMPLETED DURING THE FIRST TEN YEARS FOLLOWING EXECUTION OF A MILLS ACT CONTRACT FOR A PROPERTY LOCATED AT 480 E. MCKINLEY AVENUE.

Commissioner Tomkins recused herself from this item and stepped off the dais, because her residence is within 500 feet of the applicant's project.

Sandra Elias, Assistant Planner, provided a presentation on this item (see Staff Report, Item F-3)

Commissioner Kercheval asked why a lot of the time of the presentation was spent on painting and the interior. He stated he thought that the Mills Act was in place for roofing, the rehab of plumbing and structural items such as rotten wood siding and window replacements.

Assistant Planner Elias replied interior work, such as interior painting, is allowed through the Mills Act program. He noted one stipulation of allowing interior work is that the applicant is entering into a contract with the City that will require them to allow a tour of their home at least once every three years.

Planning Manager Gonzalez added the color of the paint is important because it must be appropriate to the style and the period that were traditional to the home. He stated paint is something owner use to bring the home back to its historic quality.

Commissioner Kercheval asked about earthquake retrofitting.

Assistant Planner Elias replied the applicants can speak to that.

Commissioner Gonzalez asked staff how long the applications process took for the homeowners, from submittal to today.

Assistant Planner Elias replied she received this application in May 2019.

Senior Planner Khan responded staff estimates a three month turn around. He shared the next step after approval tonight is for these items to go to City Council as a resolution and then the homeowners would enter into that agreement. He shared staff are working to have this all done by the end of the year so the homeowners can realize those tax savings.

Commissioner Gonzalez asked how many other Mills Act properties do they have coming up.

Senior Planner Khan replied one.

Commissioner Kercheval asked if the housing over the garage is a permitted granny flat. He stated it reminds him of an ADU and asked if it will be a permitted habitable room.

Assistant Planner Elias replied records do not reflect if it was constructed at the time the home. She reported there was a permit in 1955 that specifies a request to construct a stairway on the exterior of the garage, but there isn't anything that indicates when the second story was built. She stated to her knowledge that space isn't being utilized as housing.

Planning Manager Gonzalez added if the owners wanted to turn it into an ADU they would be allowed to per State law, if they go through the process to get a building permit and comply with Pomona's ordinance. He noted the ADU ordinance is going to City Council on Monday.

Commissioner Gallivan how long the owners are obligated to show the house.

Assistant Planner Elias replied for the term of the Mills Act contract which is ten years.

Commissioner Gallivan asked staff about the quality of the work people have been turning in for the Mills Act.

Senior Planner Khan replied there is varying quality, but overall it is well put together. He shared the City has a packet of guidelines which includes a timeline and it seems applicants have paid attention to those because they submit a complete packet from the beginning which expedites the process for staff.

Commissioner Gallivan asked if this is a continual process or if there were certain times these can go through.

Senior Planner Khan replied there was a workshop or seminar that had happened earlier this year that encouraged Mills Act contracts and because of this the City received four. He noted the last one was November 2017, so they are typically sporadic.

Planning Manager Gonzalez added there tends to be more towards the end of the year because of the tax breaks for the following year.

Chair Gomez opened public comment.

Dan McIntire, 357 E. Pasadena; stated the Mills Act contracts are important to Pomona's historic districts and requested the Historic Preservation Commission to approve this item. He shared he calls this the "Leave to Beaver" house because it is a beautiful home and well kept.

Chair Gomez closed public comment and invited the applicants to come forward.

Kevin and Ashley Swartzlander, project applicants; Mrs. Swartzlander thanked staff and shared she was impressed with the entire process. Mr. Swartzlander shared this is just a beginning list of items to get them into a more livable status and address some critical structural items, like the roof. He stated they are happy to answer questions.

Chair Gomez shared she and her husband pass their home all the time and like Mr. McIntire refer to it as the "Leave it to Beaver" house. She shared their home is looked upon well.

Commissioner Martin complimented Assistant Planner Elias for doing a great job. She complimented how beautiful the exterior of the home is and stated it is always stunning when she drives by. She stated she feels confident that the work inside the house will be just as beautiful as the exterior.

Commissioner Gonzalez asked if there was anything planning suggested you add or take away from their overall plan, because she noticed a few items were removed. She shared she knows a neighbor had a lot of pushback.

Mrs. Swartzlander replied some items were moved up due to water intrusion and damage. She shared when they met with Assistant Planner Elias, it was determined it would be prudent to move some items off and other items on to make it a more livable space, since they do currently have water intrusion and it does rain.

Commissioner Kercheval asked about earthquake retrofit.

Mr. Swartzlander replied they haven't specifically investigated this yet, but they are interested. He stated he appreciates Commissioner Kercheval's comment because they don't want to do all this work and then lose their house in an earthquake. He noted they will probably beat these timeframes which may give them some time and money and investigate retrofitting.

Motion by Commissioner Gonzalez, seconded by Commissioner Martin, carried by a unanimous vote of the members present (5-0-1-1), to approve Mills Act Program Certificate of Appropriateness (MILLS 12055-2019)

for a Restoration, Rehabilitation, and Preservation Plan that includes a schedule of projects to be completed during the first ten years following execution of a Mills Act contract for a property located at 480 E. McKinley Avenue.

Roll Call Vote: Commissioner Tomkins – recused, Commissioner Martin – yes, Commissioner Gonzalez – yes Chair Gomez – yes, Commissioner Gallivan – yes, Commissioner Kercheval – yes.

Commissioner Tomkins returned to the dais.

ITEM F-4

PUBLIC HEARING – MAJOR CERTIFICATE OF APPROPRIATENESS (MAJCOA 11783-2019) TO ALLOW NEW PROPOSED ADDITIONS, THE DEMOLITION OF NON-ORIGINAL ADDITIONS, AND RESTORATION OF A HISTORIC STRUCTURE FOR THE PROPERTY LOCATED AT 100 AND 130 E. ALVARADO STREET IN DOWNTOWN GATEWAY SEGMENT OF THE POMONA CORRIDORS SPECIFIC PLAN AND THE LINCOLN PARK HISTORIC DISTRICT.

Alex Jimenez, Assistant Planner, provided a presentation on this item (see Staff Report, Item F-4)

Chair Gomez asked if there were recommendations as to what type of trees they are going to have on their property.

Assistant Planner Jimenez replied this is a preliminary landscaping plan, therefore it doesn't show water calculations. She shared Pomona's Water Efficient Landscape Ordinance includes a list of pre-approved plants and trees that are drought tolerant and require low water usage.

Chair Gomez asked why staff opted for wrought iron one versus the glass.

Assistant Planner Jimenez replied the wrought iron and brick combination is more in line with the Mission Revival style.

Chair Gomez replied she agrees and thinks the fencing goes with the whole fire station look.

Commissioner Gallivan commented the design in the renderings doesn't really look historical, except for one wall. He expressed concerns that the new design was covering the historical part. He asked about the railing on the outside.

Assistant Planner Jimenez replied the railing was added for decoration purposes. She reported the applicant did not need the entire space and if they extended that second story addition it would cover more of that primary façade on Alvarado, therefore they left the deck as wide open space.

Commissioner Gallivan commented it seems like they are trying to hide the historical look of the firehouse. He stated the squarish looking top ruins the original look of the angles that the firehouse had with the bricks.

Assistant Planner Jimenez displayed what is currently present on Garey.

Commissioner Gallivan pointed out the original triangles and tile roofs and that all of that is being hidden and there is a new squareness on top.

Assistant Planner Jimenez replied some of those same elements are transferred over to the addition on Garey, such as the tile work and because of that deck you will still see that roofing angle exposed.

Commissioner Gallivan pointed out the white area that is not brick covered.

Assistant Planner Jimenez replied that would be stucco.

Commissioner Gallivan commented the historic part is suddenly its being covered with stucco on the front.

Commissioner Gonzalez responded that area is an addition, so it needs to be different from the original structure.

Commissioner Gallivan replied but it hides the look of the building behind.

Commissioner Gonzalez agreed with Commissioner Gallivan about this historic part being hidden from the Garey view.

Assistant Planner Jimenez replied there is no original wall left on that side. She shared when the west addition happened in the 1970's it added a new wall to that structure and so the original structure isn't there anymore.

Commissioner Kercheval asked if the area covered in plywood that looks like an original door and some original window openings was the wall staff was saying was built in the 1970's.

Assistant Planner Jimenez replied no, that is facing Alvarado. She clarified what's facing Garey is not original.

Commissioner Kercheval confirmed there is nothing there to take cues from.

Assistant Planner Jimenez replied there is nothing there for staff to what the side on Garey should look like. She shared the north and south walls were both changed by additions.

Commissioner Gallivan commented the angles of the arches look much different than on the other side. He suggested it match a little bit, as opposed to being something that looks Costa Mesa modern. He noted there are keystones and other items that were part of the building and would have been seen from the Garey side.

Assistant Planner Jimenez replied there is extensive detailing in the original building, however, according to the Secretary of the Interior standards new exterior additions to historic buildings must adhere to three rules: 1) try to preserve significant historic materials of the original structure, 2) try to be compatible and 3) try to be differentiated from the historic building. She shared staff recommended staying away from exact replicas of the window openings on Garey because they wanted to ensure they were more simplistic, and that addition isn't more detailed than the original structure.

Commissioner Gallivan replied it makes it look like a standard hotel and is supposed to be one of the main entry point buildings to the historical district.

Assistant Planner Jimenez replied the Garey side is not the primary façade off the building, therefore there aren't any elements for staff to preserve.

Commissioner Kercheval agreed with Commissioner Gallivan's points. He spoke about keeping with Secretary of the Interior Standards by differentiating but still taking cues from the original building. He commented on the colored renderings of the original building the architect has completely changed the front. He expressed concerns about the roofline and the rafters hanging out because that was not the way it was originally. He stated he would like those to be as original as possible because they have a photographic record of that. He stated the glass opening where the firetruck went in/out went all the way to the ground. He requested they be sensitive to that and suggested putting in a window that goes down to six inches off the ground and gives the affect that area used to be a driveway.

Commissioner Gonzalez replied the plan shows a takeout window there.

Commissioner Kercheval replied he understands that, but the applicant may have to make some interior changes to respect the originality of the building.

Commissioner Gonzalez agreed.

Commissioner Kercheval suggested having open seating in the area where the firetrucks used to sit. He spoke about respecting the original building and pointed out several potential changes. He stated the renderings show large overhangs instead of what is in the original photographs. He noted there were no open rafters. He stated the rendering of the front door are not like the original door and suggested the applicant look at the photographic record to see how that door was. He pointed out there was a planter box in the original photographs on the right-hand side, on the north west window. He suggested that planter be restored to original. He recommended keeping the red tile roof. He suggested a half-hipped roof at the ends of the gabled roof. He stated he agrees with staff's idea about a simplified approach on the arches,

however, those should be a segmented arch like Commissioner Gallivan suggested. He stated the stucco and different colored brick will differentiate and keep the Secretary of the Interior standards. He commented the eaves and overhang looks about two feet, as rendered, he suggested making that a little bit tighter. He stated it doesn't have to match the original building exactly.

Planning Manager Gonzalez reported the applicant and the architect are in the audience and can provide some background on the design and how they tried to tie it into the original building.

Assistant Planner Jimenez shared these rendering were added as a last step to help staff visualize the addition from the perspective of coming on Alvarado and on Garey. She stated they didn't want to replicate the hip gables, but they did follow the exact same 4:12 ratio as the original structure. She noted the French doors with the small railing are operational but lead to nowhere.

Commissioner Martin thanked staff for a good presentation. She shared she agrees with everything Commissioner Kercheval has pointed out. She commented the addition screams 2019 and that's a problem. She pointed out the balcony by the French doors really throws off the pitch of the roof. She asked if there was a way to bring it out or make it something that slightly matches but is not exact. She suggested bringing it out as a patio overhang. She commented the arch below is way off. She commented the tiny windows in the big space bother her. She apologized for being critical and stated it is important for this project to look beautiful because this is an iconic corner.

Assistant Planner Jimenez responded for the spacing of the windows in the rendering is not accurate and displayed the elevations as a better depiction.

Commissioner Tomkins she if the location being in the Downtown Gateway Segment had a role in the design.

Assistant Planner Jimenez replied it did, staff applied building form standards for street coverage. She reported at least 70% street coverage is required and is why that part of the addition is so long. She noted staff did not apply architectural standards from the Pomona Corridor Specific Plan because they are completely different than the Secretary of the Interior or the design guidelines and are much more modern.

Commissioner Tomkins confirmed the City didn't require a second story.

Assistant Planner Jimenez replied no, the applicant needed more space.

Senior Planner Khan added if this property wasn't in a historic district, the addition would go through a development plan review and a public hearing at a Director level, per the Pomona Corridor Specific Plan. He stated in this case because it is a historic project, staff put it through the major Certificate of Appropriateness to set precedence. He noted staff still wanted to respect the site planning requirements of it fronting Garey and Alvarado.

Commissioner Tomkins expressed concerns about the addition facing Garey blocking some of the architectural features of the original building on such a prominent street. She stated that's where most people going by are going to see the building and they are not going to grasp that this is the historic firehouse. She stated it's a different affect along Alvarado, however, the second story seems to dominate the original structure. She stated it's very difficult to add a second story on a single-story building and comply with the Secretary of the Interior standards, because adding a second story on a one story building really changes the scale. She suggested setting it back a little bit. She shared her excitement that the firehouse is going to be a restaurant and stated she doesn't want to delay this project.

Planning Manager Gonzalez responded staff took scale into consideration. He stated the water tower is the tallest feature of the original firehouse and was used as justification for the second story.

Assistant Planner Jimenez added the water tower and the original fire house stand at 36 feet and the two-story new addition is at 23 feet. She responded to Commissioner Tomkins mention of the Secretary of the Interior standards, stating there are two portions: 1) a portion that specifically addresses a second story addition to the original structure, which is not happening in this case and 2) a portion that specifically addresses a second story addition to the side of a one story original structure, which is what is happening here. She shared the Secretary of the Interior standards also say to recognize any additions that have been longstanding and have played a role of the readapted use of the building, so the limited space is because the applicant has kept in line with those non-original additions that happened in the 1970's.

She noted the readapted use for over 50 years was a restaurant. She stated the additions being proposed are being built out to that same footprint, however, more space was needed, therefore a second story is being proposed.

Commissioner Tomkins she confirmed the building directly to the south is a one-story building.

Assistant Planner Jimenez replied that is correct.

Commissioner Kercheval asked what his fellow Commissioners think about pushing that portion back.

Commissioner Gonzalez replied that is exactly what she was going to say, because the original photo shows a small roof detail that she believes is significant and important to the aesthetic design of the building. She agreed with Commissioner Tomkins, that a person driving northbound on Garey would not know there is a historic firehouse. She stated she realizes they are dealing with additions from the 1970's, however, this is an iconic corner building that needs to be respected from all areas. She stated the second story addition overpowers the building and even though the water tower is taller, it completely changes the dynamic of the building. She shared a larger concern is that there is only 22 parking spaces for a restaurant that can accommodate approximately 150 people, not including employees. She asked where the City sees employees and customers parking, because Alvarado is already a heavily congested with residential parking and Garey doesn't have a lot of parking either.

Assistant Planner Jimenez replied this permit is a Certificate of Appropriateness for the design elements, the additions, and exterior work. She stated the parking is being addressed separately through a parking study.

Commissioner Gonzalez agreed with Commissioner Kercheval that the second story could be pushed back. She voiced concern about the second story encroaching upon the original tree and stated if it were pushed back it would feel less crowded and cluttered. She stated she wants to ensure this tree and the oak tree that's staggering the property line remain healthy.

Commissioner Kercheval stated he open to a second story but agrees with sliding it back, so the north side of the original structure is revealed and appreciated. He suggested decreasing the square foot to address the massing.

Commissioner Gallivan agreed and stated that was one of the first things that bothered him.

Commissioner Kercheval stated it seems like there is come consensus from the dais. He asked to hear from the architect.

Chair Gomez opened public comment.

John Clifford, stated the renderings show the front entrance for the fire engines at the same height as the windows, but one of the elevations shows it up about 5 ½ feet high. He stated the old entrance needs to remain as a door because it's a defining feature of the firehouse. He reported the water tower was actually a hose drying tower, so if staff are using that to justify the massing, that's not where the massing was, it was at the bottom of that tower. He stated he likes the idea of signage in that spot. He shared how thrilled the neighborhood is that something is happening with the property and stated hopes the Commission can resolve any issues so the project is something everyone will love and support.

Dawn Van Allen, stated she agrees with you about the massing and that the addition is overpowering the original building. She expressed concern that the outdoor seating is going all the way to the sidewalk which leaves very little area for landscaping. She stated she would like to see more landscaping and trees on this site because it is a very hot corner. She recommended more California Native plants in the landscaping. She stated she doesn't support the second story and doesn't feel its necessary.

Dan McIntire, 357 E. Pasadena; He thanked the planning staff for a great presentation and echoed John Clifford's enthusiasm. He shared he is thrilled that the property owner who is bringing to this project to the City. He requested the Historic Preservation Commission continue this item to get additional information. He stated it confuses the public and the Commission when the renderings don't match the architectural drawings and leaves staff trying to explain the way things are going to look. He stated he thinks there will be a lot support for the project it is presently more clearly. He told the property owner not to get discouraged because this is the beginning of the process. He stated the owner has support from the community, the Commission and the staff and these issues can be worked out.

David Choy, next door neighbor; He echoed the sentiments that it's a really nice building. He agreed that the addition is overpowering and blocks the original building.

Chair Gomez closed public comment and invited the applicant forward.

Al Naji, project applicant & the architect introduced themselves. The architect reported the main architect is out of the country, but he will try to answer all the questions and concerns the Commission has.

Commissioner Kercheval reiterated how happy he is that they are moving forward with this project. He asked if the applicants had any thoughts on his previous comments.

Architect replied he likes what Commissioner Kercheval proposed about making the front arch complete. He stated they are willing to work planning staff and the Commission to come to an agreement. He shared he also has some concerns with the addition on Garey Ave, but feels they are doing a favor with what they are planning compared with what currently exists on that street. He shared on Alvarado they are trying to maintain the original building as much as possible. He reported the owner proposed the second story and so he must work with him on that.

Al Naji reported they did not need to build a whole second floor, so they left the part where the balcony is open and added wrought iron to make it look nice. He stated he is flexible about the design and willing to do whatever it takes to make it match the original. He shared he is considering opening up the wall that divides the patio and adding arches to show the original façade inside.

Architect clarified Mr. Naji is proposing more glass on the first-floor wall on elevation from Garey Street.

Chair Gomez asked what the purpose of the glass was.

Al Naji replied to make the patio outside open to the addition because inside there will be a huge bar. He stated it will also show the original building from the outside. He stated the area would need to be closed at night and suggested using sliding or folding glass coming from both sides.

Commissioner Martin asked Mr. Naji if he was talking about the two arched windows or the French doors.

Al Naji replied he is talking about those two arched windows on the first floor and having that whole wall open during business hours.

Commissioner Kercheval responded that Mr. Naji's suggestion is significant, therefore, he supports continuing this item and having the architects prepare another iteration. He asked staff if they thought the applicants had enough feedback or if they would need more to direction. He commented they can't design from the dais and the Commission would need to rely on staff to continue to provide guidance.

Senior Planner Khan replied there have been several points made about the addition and the primary. He commented sometimes these are minor things that can be achieved through conditions of approval, but this isn't one of those cases, therefore he suggests the Commission clarify the principal points they want to come back in a redesign. He stated staff would then work with the architect. He recommended continuing to the November meeting to provide enough time to make those significant changes.

Planning Manager Gonzalez agreed with the suggestion of a timeframe so they don't have to re-advertise the hearing and recommended asking the applicant how much time he would need to redesign.

Chair Gomez responded she believes one key point is maintaining the area where the fire truck came out of the firehouse. She asked the owner what the purpose of the upstairs was.

Al Naji shared he hired Synergy Restaurant Consultants to create a concept. He stated they did a study of the operation and reported there wasn't enough room for storage and an office on the first floor. He noted that Assistant Planner Jimenez has the concept book if anyone on the Commission wants to look at it. He stated they can be flexible on the design but having extra storage space is important.

Senior Planner Khan added the property is location within the Pomona Corridor Specific Plan which triggers a few key points: 1) Frontage coverage is required to be 70% and that is being achieved with the proposed patio fence line. He noted that is not typical and would usually be building footprint, but staff understand that would be unachievable given the historic preservation guidelines, 2) The Downtown Gateway has a one-story, 20 foot minimum building height requirement for additions, therefore if the Commission is recommending a decrease the would need to be considered, and 3) There is a build to corner requirement activation all the way to the street line making landscaping on that corner difficult. He shared the purpose of the Corridor is to activate Garey and so the City wants the patio to come all the way out. He acknowledged the public comment about landscaping and replied that staff can look at landscaping solutions on the rest of the site to increase the tree canopy. He summarized a list of seven items the Commission recommended in earlier discussion:

1. Respect the front façade and the original firetruck opening.
2. Address the open rafters and large overhangs in relation to what was originally there.
3. Restore the planter box.
4. Retain of the red tile roof.
5. Shift the addition south, to provide roofline visibility from Garey Ave.
6. Consider tighter eaves, a segmented arch, symmetry of windows, and the protection of the tree on the addition.
7. Review the size of the addition, there is consensus that it is too large and dominates Garey.

Senior Planner Khan commented that the applicant's concept of the open patio on the Garey side is a more modern concept. He asked for the Commission to provide direction that. He mentioned the Secretary of the Interior standards for differentiation and the potential opportunities for window treatments and the stucco finishing. He asked if these were differentiating factors the Commission would recommend, because there is consensus that the roof line should mimic the original.

Commissioner Gonzalez pointed out areas she and Commissioner Tomkins felt the applicant could shift the second story so that it would be less obtrusive and less overpowering to the streetscape of the building. She stated she doesn't know if that area would work logistically from an architectural standpoint.

Architect responded it may not be wide enough.

Commissioner Gonzalez asked if they could take a little space from the parking lot as an alternate solution.

Architect responded they may be able to provide the second story at the end in an L shape.

Al Naji replied they were originally contemplating that but decided on the front. He stated they are open to that idea of it being an L shape.

Commissioner Gonzalez pointed to an area and suggested a staircase and addition there. She shared concern that the area labeled hookah lounge was jutting out too far.

Al Naji replied they originally wanted to do a barbeque restaurant, however, when the consultant has suggested a Mediterranean grill with kabobs. He shared they will still have some barbeque items on the menu and plan to have a good size smoker in that area.

Commissioner Gonzalez confirmed it was a food smoker.

Al Naji replied yes, slow smoking.

Commissioner Gonzalez commented that she feels the Juliet balcony and large balconies don't make sense on the second floor.

Commissioner Gallivan agreed and stated the balconies add a flat room look to what should be a pitched roof design.

Commissioner Martin confirmed the landscape plan she saw with a lot of trees was not the real landscape plan.

Senior Planner Khan replied it a conceptual landscaping plan. He stated this approval isn't for the landscape plan check and noted there is a separate application submitted to the Planning Department to ensure the landscape complies with Pomona and State water requirements.

Commissioner Tomkins confirmed landscaping is not included in the Certificate of Appropriateness.

Senior Planner Khan replied it comes back to the appropriateness of the addition and the proposed project, for example, the comment made about the location of the building to the existing tree and protecting it. He stated if landscaping is related to the principal matter tonight, which is the character of the site, then it is relevant. He noted the approval isn't for what kinds of trees to plant and whether its drought tolerant, that is separate.

Commissioner Tomkins asked about the tree in the back.

Assistant Planner Jimenez replied that tree is on the property line, so it's not technically to one or the other, however, it is mentioned on the landscaping plan.

Architect responded the landscaping plan is just conceptual and doesn't include any tree names. He stated once Planning approves these plans, they will hire the landscape architect to follow the City regulations for trees.

Commissioner Martin asked staff when this application was submitted.

Assistant Planner Jimenez replied this application was submitted in May. She stated the applicant can speak to the timeline and the changes in architect.

Al Naji responded they attempted to buy the building almost two and half years ago and closed escrow a year and three months ago, because of complications with the old owner. He stated hopefully they can return next month because he doesn't want to prolong this project too long.

Architect shared he just took over this design job from another architect company. He stated they are willing to work with planning staff and the Commission.

Commissioner Martin agreed it would be great to see this item return next month, because the application was received in May and the community has been waiting for over two decades. She commented they don't want the perception that the City of Pomona is difficult to work with. She stated the Commission want the project to be a shining star for that corner and applauded the choice of Mediterranean food.

Al Naji responded he is excited and thinks it is going to be a good restaurant. He shared they are doing a lot of planning and seeking very professional help. He verified that it would be ok to have a second floor on the Garey side without the balcony.

Commissioner Gonzalez reiterated her recommendation is that the second floor needs to be smaller, setback towards the south so that the additional pitch of the roof can be seen. She stated she is proposing cutting the size of the second story in half in on Garey side and asking that they explore wrapping the second story around on the south side by the parking lot and eliminating both balconies.

Al Naji shared originally the balcony wasn't intended to be balcony, but staff suggested that.

Commissioner Gonzalez replied she is concerned the second story also encroaches and takes away from the tree. She stated she wants to make sure they are protecting the tree and not overpowering the corner of that intersection.

Al Naji responded they are still going to have a roof right where the tree is.

Commissioner Gonzalez replied she knows, but it will be a one-story roof. She stated they would have to do some serious pruning of the tree in order to accommodate the second story.

Commissioner Kercheval stated he likes the owner's idea of doing the glassed-in arches that are closed at night. He suggested those arches go all the way around, including a north facing arch.

Commissioner Gonzalez stated she thought they were proposing a bi-fold door to open the restaurant into the patio area.

Commissioner Kercheval replied there is arches and the doors would close behind the arch, so when it's open it looks like open arches and when it's closed there is glass or a door there.

Architect confirmed that is what they are proposing.

Commissioner Kercheval recommended a smooth finish stucco.

Commissioner Gonzalez replied the stucco would need to be appropriate with the style of the building.

Commissioner Gallivan discouraged the use of half-exposed brick type stucco.

Commissioner Kercheval clarified for staff that the Commission would prefer a smooth or modeled stucco, like the Comfort Inn.

Senior Planner Khan responded staff can send a photo of the Comfort Inn as an example. He summarized the Commission does not support the half-exposed stucco brick concept, prefers a smooth stucco finish and there is support for an open concept plan with an archway design.

Commissioner Martin agree.

Commissioner Kercheval added they should be segmented arches.

Chair Gomez asked about brining this item back in October or November.

Planning Manager Gonzalez replied staff can bring this item back in October if the applicant can work quickly. He shared staff need about three weeks to analyze the new plans and then send out a staff report with the changes to the Commission a week before the hearing. He stated that leaves about two weeks for the applicant to make the changes and resubmit. He stated if that becomes an issue, the applicant can ask for another continuance.

Architect mentioned that arch facing Alvarado street is proposed to be used for carryout food, so they will have to discuss having glass to the floor.

Commissioner Kercheval requested the flamed vases on top of the parapets and the light over the firehouse door that are gone be replaced as pictured with reproductions.

Senior Planner Khan replied that is noted.

Commissioner Martin asked staff to read through all the recommendations so she can make a motion.

Senior Planner Khan summarized that the Commission would like the applicant to work on the following:

- To look over various items on the front façade, including opening the fire truck door.
- To address the open rafters in relation to the original including the large overhangs.
- To consider replacing the light fixture above the fire truck entry, the vases and planter box.
- Retain the red tile roof.
- On the Garey facing side, shrink the addition and potentially shift it back to the south side elevation
- To consider not using half exposed brick stucco but smooth stucco
- To consider an arched design for any kind of open concept that is proposed for the first floor.
- To consider the protection of the tree and the removal of the balconies.

Motion by Commissioner Martin, seconded by Commissioner Gallivan, carried by a unanimous vote of the members present (6-0-0-1), to continue this item to the October 2, 2019 meeting, so the project applicant can incorporate the Historic Planning Commission recommendations as summarized by Senior Planner Khan.

Roll Call Vote: Commissioner Tomkins – aye, Commissioner Martin – aye, Commissioner Gonzalez – aye, Chair Gomez – aye, Commissioner Gallivan – aye, Commissioner Kercheval – aye.

ITEM G:
DISCUSSION:

1. Report from Tree Ad Hoc Committee.

Michael Sledd, Parks and Facilities Manager/City Arborist was present to answer any questions and provide information.

Commissioner Tomkins, Tree Ad Hoc Committee Chair, provided a report.

- The memo included was reprint of the memo included previously.
- The Tree Committee met today with Planning staff and Michael Sledd to talk about moving forward. She state the Commission would like to get a motion tonight to direct staff to help with this project.
- She stated the Ad Hoc Committee needs staff to tell them if it would be more effective to amend the historic tree program, which is a resolution, or add something into the ordinance.
- She voiced the Ad Hoc Committee is wanting to move forward quickly because the City is losing trees and he current tree program doesn't include a replacement requirement, to replace dead trees.
- The Tree Ad Hoc's recommendation is that whenever a historic tree is removed, a replacement tree or multiple trees would be required to start rebuilding the tree canopy that has been lost over the last decade in the historic districts. She noted if an applicant couldn't replace the tree on their own property, then they would have the option of contributing to a fund that the City would use to replace trees in the historic districts, parkways, etc.
- The Ad Hoc Committee spoke with Mr. Sledd about his experience in other cities and they have looked at other programs to figure out how to move this forward quickly.
- The Ad Hoc Committee spoke about a street tree plan because people in the Lincoln Park historic district would like to replace street trees but are being told they can't replace the tree until the street tree plan approved. She reported the Tree Ad Hoc Committee is working on getting the historic district part of the street tree plan signed off on.

Chair Gomez asked Commissioner Tomkins to refresh her memory of who is on the Tree Ad Hoc Committee.

Commissioner Tomkins replied Commissioner Gallivan and Commissioner Martin. She shared they have had several meetings over the last few years, but every time they feel like they are moving forward there has been a change in staff.

Chair Gomez stated she'd like to make a motion.

Senior Planner Khan asked Chair Gomez to clarify her motion.

Chair Gomez replied to move forward with the tree replacement process, getting the tree list out and working with staff.

Commissioner Tomkins added she would like staff to come back with a recommendation on whether they should update the historic tree program or make changes to the ordinance. She stated the Ad Hoc Committee also needs a recommendation on how to deal with replacement trees because there are a variety of options, but they would like to select something that staff feels they can implement effectively.

Senior Planner Khan summarized this would ultimately be a policy recommendation to City Council. He stated the next step would be for this item to come back as an agendaized discussion to hear staff's research. He suggested staff have another meeting with the Ad Hoc Committee to hear the pros and cons of the existing tree program.

Chair Gomez suggested brining this back to the November or December meeting.

Commissioner Tomkins and Commissioner Martin requested it be next month.

Commissioner Tomkins stated the Ad Hoc Committee can make time to meet with staff.

Planning Manager Gonzalez replied staff can add this as a discussion item at the October meeting so that the Commission can provide direction for staff to take a recommendation to City Council or direct staff to make changes to the ordinance.

Commissioner Martin replied she believes Director Sledd's goal is to have something in place by December.

Planning Manager Gonzalez responded if they discuss in October that provides staff a couple of months to work on a draft to bring forward.

Motion by Chair Gomez, seconded by Commissioner Martin, carried by a unanimous vote of the members present (6-0-0-1), to bring this item back as a discussion item at the October 2, 2019 meeting.

Roll Call Vote: Commissioner Tomkins – aye, Commissioner Martin – aye, Commissioner Gonzalez – aye, Chair Gomez – aye, Commissioner Gallivan – aye, Commissioner Kercheval – aye.

ITEM H:
HISTORIC PRESERVATION COMMISSION COMMUNICATION:

1. Report from Ordinance Review Ad Hoc Committee.

Commissioner Gonzalez reported they have not met with Development Services Director Gutierrez yet to discuss the options that were provided by City Council.

2. Report from Stable Ad Hoc Committee.

Commissioner Gonzalez shared the Stable Ad Hoc Committee met with Water and Wastewater Director Poulsen, Development Services Director Gutierrez and Public Works Director Guerrero and two members of his team, Chris and Gary, to talk about where they are at in the process.

Commissioner Kercheval shared the Ad Hoc Committee provided Director Poulsen with the qualification form for a qualified historic architect to be on their staff to oversee the entire project, maintain the historic designation and to make sure the project goes according to the architectural Secretary of the Interior standards. He stated Director Poulsen will be taking that form back to their hired consultant and to see if they meet the criteria.

Commissioner Gallivan shared he sent an email with a list of other things that he thought would correlate to proceeding effectively. Commissioner Kercheval suggested he send that list to staff who can then disseminate it to the other Commissioners.

Commissioner Gonzalez shared Director Poulsen and his team asked for recommendations on aesthetic features, but the Ad Hoc Committee all agreed that wasn't their place because those need to be based upon the Secretary of the Interior standards. She shared they plan to meet again in the next month. She reported they haven't had any additional communication from Director Poulsen. She stated the Ad Hoc Committee is continuing to work on finding additional funding, but it is towards the end of the year and a lot of those funding opportunities are closed. She shared Commissioner Gallivan has been tirelessly reaching out to the Getty and different organizations for funding. She noted it is going to take a little bit of time and hopes to see funding opportunities ramp up in the New Year. She stated Director Poulsen and his team weren't overly concerned with finding that additional money, however, it was a directive from City Council that the Historic Preservation Commission help support and find additional monies.

Commissioner Gallivan shared that the City will need to fill out most of these funding opportunity forms because they ask for Tax IDs.

Commissioner Gonzalez agreed they need to have a partner at the City. She shared there is someone who lives in the historic district that can write grants, if someone at the City is not available. She stated they expressed this need to Development Services Director Gutierrez and Public Works Director Guerrero.

Commissioner Gallivan asked for recommendations on how to proceed. He shared one thing might help is a special tax incentive. He stated it's very complicated and the City would need to become involved with a person that other people in the City have used before, because it has to do with brokering tax credits.

Senior Planner Khan replied there has been some conversation about Pomona's grant writing processes and working with the community. He stated staff will discuss with Development Services Director Gutierrez and return with advice on that.

General Commissioner Comments

Commissioner Kercheval asked about the September 20, 2019 conference that Development Services Director Gutierrez mentioned. He stated cannot go but wants to encourage his fellow Commissioners to attend.

Commissioner Gonzalez replied she emailed with interest but hasn't heard back and the Commission won't meet again until after the conference.

Commissioner Kercheval requested staff let him know if they record sessions.

Planning Manager Gonzalez confirmed everybody who was interested has emailed Development Services Director Gutierrez.

Commissioner Tomkins replied she can't remember if she did or not.

Planning Manager Gonzalez asked about registration.

Commissioner Gonzalez replied Development Services Director Gutierrez was going to take care of that, but no one has heard back.

Planning Manager Gonzalez replied he will follow up and get back to the Commissioners early next week. He requested everyone who is interested email him directly, so he can get a count.

Commissioner Kercheval asked staff to looking into the possibility of having a newsletter goes out with the water bill. He reported Pomona Heritage would be very interested in providing the paper costs and the printing costs or the labor.

Planning Manager Gonzalez replied yes staff can investigate, speak to Development Services Director Gutierrez and report back.

Commissioner Martin asked if there were brochures at the counter about the historic districts.

Senior Planner Khan replied they have various brochures for programmatic items, but none that were any specifically introducing the districts.

Commissioner Martin asked if Planning Department could display brochures from Pomona Heritage.

Planning Manager Gonzalez replied yes, they would be happy to put them out.

Commissioner Kercheval continued that there needs to be something sent out that talks about misconceptions and be written in a way that people will read it.

Commissioner Gonzalez responded agreed and commented it may also help mitigate people who want to circumnavigate the historic district and do whatever they want to their home. She stated the Commission would like to provide a little more education and information to the community and are looking for creative ways to do that.

Commissioner Martin commented she wished Pomona Heritage was here right now.

Commissioner Gonzalez replied she is a board member of Pomona Heritage.

Commissioner Martin requested Commissioner Gonzalez bring this idea back to the Pomona Heritage board. She suggested sending out a postcard to all three districts to give that information.

Commissioner Gonzalez shared in the past Pomona Heritage board members have visited new homeowners of historic properties and that is something they are discussing bringing back.

Commissioner Gallivan replied there used to be welcome buckets.

Commissioner Kercheval replied that happened in Lincoln Park, but not in Hacienda Park and Wilton Heights. He voiced support for a mailer in the water bill again because it is something that is already going in the mail it wouldn't cost anything.

Commissioner Gonzalez replied there is a cost in the paper and printing.

Commissioner Kercheval replied Pomona Heritage would gladly pay that to promote.

Commissioner Gonzalez replied she can't say Pomona Heritage would gladly take on that cost and it need to happen on a regular basis, not just one time. She stated she can't answer for the entire board, but agrees they need a better way of education.

Commissioner Tomkins suggested getting an estimate of the cost to add something to the water bill and then figure out where the money would come from. She stated there are three City Council members with discretionary funds who have historic districts in their area.

Commissioner Gallivan suggested including a website on any mailer, that lists very simplistically what the rules are.

Commissioner Gonzalez agreed, because looking up the design guidelines for historic districts can be overwhelming.

Commissioner Gallivan shared he has discussed writing something up with Pomona Heritage and the Historical Society.

Planning Manager Gonzalez responded the City of Pomona currently has an RFP out to overhaul our entire City website. He stated they could easily create a web page for the Planning Division that would provide all of this information.

ITEM I:
DEVELOPMENT SERVICES DIRECTOR/PLANNING MANAGER COMMUNICATION:

Planning Manager Gonzalez reported that planning staff went after a CLG grant for up to \$50,000 but were not successful. He shared the money was going to be used for a Lincoln Park survey update. He stated at some point staff will connect back with the State for feedback on what could have been done to make our application stronger.

Commissioner Gallivan shared the State told him Pomona lost and that it was a very competitive.

Planning Manager Gonzalez replied they were competing against cities like Los Angeles and Pasadena who have robust programs and grant writers.

Chair Gomez asked if the Pomona was ranked.

Senior Planner Khan replied they didn't provide ranking. He noted it was a great learning experience for staff to put together a full grant packet with a narrative.

Chair Gomez and Commissioner Martin replied staff efforts were appreciated.

Commissioner Martin stated there is a need to do a citywide survey update, not just Lincoln Park.

Senior Planner Khan replied that is something staff have heard previously. He noted the most illuminating thing that came out of the grant exercise was really understanding the true cost of surveying and he found that a proper citywide survey would cost hundreds of thousands of dollars. He stated he is not saying they couldn't do it, but there is a wide range of costs and different methodology, including using interns versus a formal consulting firm.

Commissioner Martin replied in 1988 it was \$8,000 to do a Winchell survey with the help from Pomona Heritage volunteers.

Planning Manager Gonzalez reported that Development Services Director Gutierrez is for an unknown period of time.

1. Minor Certificates of Appropriateness for August 2019 (attached).

Commissioner Gallivan commented he didn't see anything controversial.

ADJOURNMENT:

Chair Gomez adjourned the meeting at 9:58 p.m. to the next regularly scheduled meeting of the Historic Preservation Commission on October 2, 2019 at 6:30 p.m. in the City Council Chambers.

Anita Gutierrez, AICP
Development Services Director

Jessica Thorndike, Transcriber

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