

UNOFFICIAL MINUTES  
POMONA HISTORIC PRESERVATION COMMISSION  
November 6, 2019

A. CALL TO ORDER: The Historic Preservation Commission meeting was called to order at 6:32 p.m. by Chair Alice Gomez.

B. PLEDGE OF ALLEGIANCE: Commissioner Martin 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, Jennifer Williams, Jim Gallivan, James Kercheval

COMMISSIONERS ABSENT: None

STAFF PRESENT: Development Services Director Anita Gutierrez, Planning Manager Gustavo Gonzalez, Planning Technician Carlos Molina, Assistant Planner Alex Jimenez

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ITEM D:  
PUBLIC COMMENT:

None

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ITEM E:  
CONSENT CALENDAR:

**1. Approval of draft Historic Preservation Commission Minutes meeting of October 2, 2019.**

Commissioner Tomkins reported on Page 8, second paragraph from the bottom, the words “to want” were duplicated and needed to be removed.

**Motion by Commissioner Martin, seconded by Commissioner Gonzalez, carried by a unanimous vote of the members present (7-0-0-0), to approve draft Historic Preservation Commission Minutes meeting of October 2, 2019 with changes recommended.**

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HEARING ITEMS:

ITEM F-1 PUBLIC HEARING – MAJOR CERTIFICATE OF APPROPRIATENESS (MAJCOA 12513-2019) TO PERMIT THE REMOVAL OF ONE (1) COAST LIVE OAK TREE ON AN EXISTING SINGLE-FAMILY PROPERTY LOCATED AT 251 LINCOLN AVENUE WITHIN THE LINCOLN PARK HISTORIC DISTRICT.

Development Services Director Gutierrez reported staff are recommending continuing this item to December 4, 2019, due to a noticing error. She stated staff will re-notice.

**Motion by Commissioner Martin, seconded by Commissioner Kercheval, carried by a unanimous vote of the members present (7-0-0-0), to continue this item to December 4, 2019.**

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ITEM F-2

PUBLIC HEARING – MAJOR CERTIFICATE OF APPROPRIATENESS (MAJCOA 12900-2019) REQUEST TO PERMIT THE ADDITION OF A SIX-FOOT WROUGHT IRON FENCE ALONG THE FRONT YARD OF A NON-CONTRIBUTING PROPERTY LOCATED AT 456 W. ORANGE GROVE AVENUE IN THE WILTON HEIGHTS HISTORIC DISTRICT.

Alex Jimenez, Assistant Planner, provided a presentation on this item (see Staff Report, Item F-2).

Chair Gomez shared this address was one of the first Jewish Centers in Pomona and asked if there was a way to have a plaque that denotes its historical value.

Development Services Director Gutierrez responded if the owner and applicant are amendable to that idea.

Commissioner Tomkins asked if there were going to be sliding gates at each of the driveways.

Assistant Planner Jimenez replied yes, there will be sliding gates at both driveway entrances.

Commissioner Gonzalez asked if the gates would be electric or manual.

Assistant Planner Jimenez replied manual gates, because electric would require a separate permit from Building and Safety.

Commissioner Gallivan shared he had three grandchildren that went to this school, so he has driven in the gates a lot. He expressed concerns about having a six-foot fence, because nothing else in that area has fencing that tall. He voiced he did not like the design of the fence and stated it reminds him of what was added to the nearby elementary school. He stated he would prefer the fence to be shorter and more aesthetically pleasing.

Assistant Planner Jimenez stated the applicant would like to speak about why she is seeking a six-foot fence and the minor deviation variance which will be subject to the review of the Development Services Director. She clarified that the fence height won't come before the Historic Preservation Commission, it is just the allowance to permit a fence in the front yard.

Commissioner Tomkins asked what type of fencing is laid out in the citywide fence ordinance for this type of structure.

Assistant Planner Jimenez replied the ordinance does not reference a style for a brick building.

**Motion by Commissioner Martin, second by Chair Gomez to open the public hearing.**

Sara Krikorian, project applicant and owner, stated it was her dream to own her own school, so she opened in 1974. She shared she is from Pasadena, drives up to 1 hour each way and works 12-14 hours a day. She spoke about safety and reported she must come in early each morning to check the parking lot for needles, drugs, trash, feces and naked people. She shared she cleans up the messes herself with a shovel, soap and water and has pictures/videos as proof. She stated she doesn't like to label it and asks the people to leave in exchange for a cup of coffee. She spoke about landscaping being stolen (artificial grass and palm trees), teachers' cars being broken into and gas being stolen from the school van. She noted this has been an ongoing issue for over ten years and said she is afraid someday somebody will have a gun. She spoke about putting in safety cameras. She shared people often make U-turns in the school parking lot and she must run out and put a chain up on one of the entrances. She stated over the weekend people bring trash furniture and leave it on her property and then she must have somebody come cut it into pieces to they can haul it in the school van. She stated she is only thinking of the children's safety.

Commissioner Gonzalez asked Ms. Krikorian if she was working with the Police.

Ms. Krikorian responded she and her neighbors have called the Police too many times and they were told there would have more of a Police presence after the school van was stolen.

Commissioner Gonzalez asked if Ms. Krikorian had been put in contact with Pomona's homeless shelter and/or the HEART (Homeless Encampment Action Response Team). She commended Ms. Krikorian for staying and preserving day and day out for ten years and stated she would encourage her to be a squeaky wheel with the services in the community. She stated the only way to stop this problem is to not be helpful to the people and to continue to be vigilant about contacting the Police and the HEART.

Ms. Krikorian replied she has been calling nonstop and so have her neighbors. She shared she has incidents on video too.

Chair Gomez replied she hears Ms. Krikorian's frustrations and commented that the Police department should have a record of the school and the problems she has encountered. She stated HEART is an extension of the Police and deals mostly with homeless on private properties doing what they should not be doing. She spoke about having a paper trail to protect herself and help her get a wall or fence for safety reasons. She encouraged Ms. Krikorian to speak to her City Council person about her experiences because this not acceptable.

Commissioner Williams commented she understand wanting to preserve the aesthetic value of the neighborhood, however, given this is a non-contributing structure and there are exceptions for significant safety and security issues. She stated she feels in the current climate, schools should have fences around them because the idea of somebody being able to approach a school building with zero barrier is unacceptable. She stated if there are concerns about the look of the fence, then the Commission could make specific suggestions for how that might be improved. She stated a six-foot fence is what will be needed to deter.

Commissioner Martin asked Ms. Krikorian if she had no trespassing signs posted on the property.

Ms. Krikorian replied she did, but it was broken, and she just took it inside.

Commissioner Martin asked if the school had a no trespassing authorization with the Police Department, so they could clear out the property when nobody is there. She noted the authorization must be filed every year. She commented she understands what Ms. Krikorian is going through and wants to make sure is that she is getting access to the right resources to solve the problem. She asked if staff had verified any of the police reports on file.

Assistant Planner Jimenez replied Ms. Krikorian's son aides her with documentation and dealing with the Police.

Ms. Krikorian shared her son, Apkar Krikorian, had an accident three years ago and was paralyzed from the neck down causing emotional and financial strain. She reported he was her partner, school psychologist, a teacher, her backup. She shared he was the one who came to the City. She commented she doesn't want to label the people on her property because they are nice, but she also doesn't know how to keep safe. She stated she will put in whatever type of fence the Commission recommends.

Commissioner Martin thanked Ms. Krikorian for her stories. She shared that Bravo Burger is another business that is being victimized by the homeless, having to pick up the feces every morning and they can't put a fence around their business.

**Motion by Commissioner Martin, second by Commissioner Tomkins to close the public hearing.**

Commissioner Martin spoke about the Ebell Museum putting a fence around part of the property, but they still were able to keep the homeless off the front porch, because of the City's rules. She suggested a compromise, by bringing the setback back from the street to the parking.

Development Services Director Gutierrez confirmed Commissioner Martin was suggesting a five-foot setback in the front.

Commissioner Martin replied yes five to six feet setback and six feet tall so it keeps the area safe, won't disrupt the aesthetics of the historic district and it will block people from doing a U-turn into the parking lot.

Assistant Planner Jimenez replied pushing back the fence at that angle would cover parking spaces. She noted the conditional use permit regulates a minimum number of parking spaces must exist. She stated they might be able to push it back one or two feet.

Development Services Director Gutierrez suggested a condition to push the fence back to the extent feasible without impacting parking.

Commissioner Martin agreed. She states she is not looking to remove parking. She stated it is about setting it back enough, so the fence is not the first thing you see driving down Orange Grove.

Commissioner Gonzalez clarified what Commissioner Martin was suggesting using the aerial view, pointing out they would not lose a parking spot if the fence were at a gradual angle.

Assistant Planner Jimenez replied the aerial is misleading and the fence would have to zig zag.

Commissioner Gonzalez asked if the plan was to always have one gate closed.

Ms. Krikorian replied no, people enter on one side and exit out the other side.

Commissioner Gonzalez confirmed the gates will be open during business hours.

Ms. Krikorian replied yes, both gates will be open during drop offs.

Commissioner Gonzalez asked Ms. Krikorian how she is going to prevent U-turns if both gates are open during business hours for parents.

Ms. Krikorian replied she has been closing one off one entrance/exit by putting up a chain after the parents left.

Commissioner Kercheval asked to be shown what parking spaces would be lost with a five-foot setback.

Assistant Planner Jimenez pointed out three spaces.

Commissioner Gonzalez responded the minimum required parking spaces for the lot is 11.

Commissioner Kercheval asked if the applicant could get a variance.

Development Services Director Gutierrez replied the Conditional Use Permit would require a modification from the Planning Commission

Assistant Planner Jimenez added the cost is about \$6,000 to go before the Planning Commission.

Ms. Krikorian spoke about using all the spaces and having specific spots for teacher and parents.

Commissioner Kercheval suggested adding a space in the middle if they took away a space with the fence setback.

Planning Manager Gonzalez suggested adding tiered landscaping to soften up the edge, so the fence is not right up against the sidewalk.

Commissioner Martin agree. She stated her idea was about softening not removing parking spaces.

Development Services Director Gutierrez stated staff can work with the applicant to angle the fence and push it back to the extent feasible.

Commissioner Martin motioned to approve this item with a condition to push the fence back as much as possible without removing parking and for the applicant to work with staff to make the fence aesthetic pleasing.

Commissioner Gallivan asked if the fence could be made to look a little less varnished or if something could be added to soften the look.

Commissioner Gonzalez stated it adding something that makes it more ornate or aesthetically pleasing could provide a foothold for someone to jump over that fence.

Commissioner Gallivan suggested smaller bars or something better than what is pictured.

Chair Gomez asked if the fence pictured was like what Emerson school has.

Ms. Krikorian replied yes, the public school has the same fence.

Commissioner Gonzalez and Chair Gomez replied they don't have a problem with that consistency.

Planning Manager Gonzalez suggested adding climbing vines to make it more of a green wall if the Commission doesn't like the bar look. He stated staff can work with the applicant on the landscape design.

Commissioner Tomkins commented the more the fence can be softened it to make it more attractive while addressing the applicant's concerns would be greatly appreciated.

Chair Gomez stated she likes the idea of going with what's pictured and adding plants. She added they may have to watch that the plants are stolen because it's a main street a lot of people use to commute to work. She asked about adding a historic plaque.

Assistant Planner Jimenez suggested the Commission discuss the plaque with the applicant now.

Chair Gomez asked Ms. Krikorian if she would be amendable to having a plaque on the school that denotes it was one of the first Jewish Schools in Pomona.

Ms. Krikorian replied it wasn't a school, it was Jewish Center.

Development Services Director Gutierrez clarified the plaque would be something the applicant would have to pay for.

Commissioner Martin stated she thinks it's a wonderful idea, but it's not part of this item's approval. She suggested Chair Gomez speak to Ms. Krikorian separately.

Chair Gomez agreed.

**Motion by Commissioner Martin, seconded by Commissioner Kercheval, carried by a unanimous vote of the members present (7-0-0-0), to approve Major Certificate of Appropriateness (MAJCOA 12900-2019) request to permit the addition of a SIX-FOOT wrought iron fence along the front yard of a non-contributing property located at 456 W. Orange Grove Avenue in the Wilton Heights Historic District with conditions that the fence be setback to the extend feasible and a recommendation to add landscaping to soften the look.**

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

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ITEM G:  
DISCUSSION:

None

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ITEM H:  
HISTORIC PRESERVATION COMMISSION COMMUNICATION:

**Historic Preservation Commissioner General Comments**

Commissioner Gallivan reported the Pomona Heritage event included the Civic Center was presented as a jewel of the City.

Commissioner Martin asked where the Doves were that are normally in the room.

Development Services Director Gutierrez replied she and staff were unaware of them being moved. She stated she will ask the facilities department.

Chair Gomez reported she and Commissioner Kercheval and Commissioner Tomkins attend the opening of the Wall Flowers mural. She stated it was nice to see the steps it took to make this project a reality noted in the program.

Commissioner Tomkins proposed an amendment to the Historic Preservation Commission's bylaws. She distributed copies of the bylaws and requested an item be added to the next agenda for bylaw amendments. She shared this item was on the November 2018 agenda and there was a staff report stating it would return in a year. She stated it has to do with a minor change that hasn't been finalized.

Commissioner Gonzalez asked if she could meet with one of the Planner to have a learning session about the Mills Act.

Development Services Director Gutierrez reported all four Mills Acts were approved by City Council and staff will be working with those applicants to finalize that process.

Commissioner Gonzalez shared she learned at the California Preservation Foundation event in September/October that some cities don't require City Council approval for the Mills Act and final approval is granted by the Historic Preservation Commission. She suggested they have a discussion and explore expediting the process for our residents.

Commissioner Tomkins asked if the Mills Act discussion was scheduled for January.

Development Services Director Gutierrez replied they don't yet have the 2020 calendar. She stated staff are putting together a draft calendar to present at the next meeting, which will include holiday and alternate dates.

Commissioner Gonzalez asked for an update on the property at 737 Bliss. She stated it was the property that staff encouraged the property owner to maintain the original Victorian structure and then add additional modern units.

Planning Manager Gonzalez replied staff will send what they promised.

Commissioner Tomkins asked if the City of Pomona will be rewriting its ADU ordinance.

Development Services Director Gutierrez replied as of January 1, 2020 there are significant state law changes for ADUs. She stated it will require an amendment to Pomona's ADU ordinance. She noted she hasn't given a complete update to the Historic Preservation Commission yet is because she is waiting to see how the changes will directly affect historic properties. She stated she is waiting to discuss that with legal.

Commissioner Tomkins replied she was on the webinar about the changes and understood the City would have to update everything or the existing is moot.

Planning Manager Gonzalez replied not everything, but one of the key things this is changing is the owner occupancy requirement and so the owner will no longer have to live on site.

Commissioner Tomkins replied what she heard Best, Best and Krieger (BBK) say was that if a City's ordinance was incompatible at all, the ordinance is void and the City would be subject to state law on January 1, 2020.

Planning Manager Gonzalez replied that is true.

Commissioner Gonzalez asked if the state overrides everything the City has put in place, what is the benefit of having an ordinance.

Development Services Director Gutierrez agreed and stated they will have to keep updating it every time the state changes the law.

Commissioner Tomkins replied part of the benefit is that in the state law it said you can protect historic properties if you have your own ordinance.

Development Services Director Gutierrez responded that is what is currently in question.

Commissioner Tomkins stated BBK did not mention any impact to historic properties, but she will go back and reread.

### **1. Report from Ordinance Review Ad Hoc Committee.**

Commissioner Williams shared the Ordinance Ad Hoc Committee met on October 28, 2019 about next steps and learned the Historic Preservation Commission will be handling one project at a time. She reported Commissioner Gonzalez and she will continue looking up other cities ordinances and speaking with other Historic Preservation Commissioners so that once the Tree Ordinance is complete, they will be ready to work with staff.

Commissioner Tomkins asked if she could send information to Ad Hoc Committee. She shared she raised information about the demolition ordinance in the past that may need to be considered with an amendment.

Planning Manager Gonzalez replied this is an amendment to the Historic Preservation Ordinance.

Development Services Director Gutierrez stated Commissioner Tomkins can send info to the Ad Hoc Committee, just not more than three Commissioners at one time. She requested she also send the information to staff.

### **2. Report from Stable Ad Hoc Committee.**

Commissioner Kercheval reported the Stable Ad Hoc Committee met with Development Services Director Gutierrez, the Water Department and Public Works and presented to them is a qualification form for an architect to oversee the process of moving the Stables. He asked staff to reach out to the other departments for an update.

Development Services Director Gutierrez shared her team worked with the Water Department to put together the CEQA proposals for the CEQA analysis and revised the scope for the CEQA consultant. She stated she will follow up and call another meeting.

Commissioner Gallivan asked if staff knew of the tax person who could help find tax advantages had been contacted. He suggested the City and architects talk to the State to ensure everything goes smoothly.

Development Services Director Gutierrez replied that information will go to the consultant once they are hired because part of their job is to communicate with the state to ensure the project meets all regulations.

Commissioner Kercheval asked staff if there was an update from risk management about insurance funds.

Development Services Director Gutierrez replied she will follow up the head of Human Resources because she believes Chris Mallard, the Risk Manager, is out for the next few weeks.

### **3. Report from Tree Ad Hoc Committee.**

Commissioner Tomkins reported the Tree Ad Hoc Committee met with staff on the October 21, 2019 and they haven't scheduled a follow up meeting yet, nor received any information from staff.

Planning Manager Gonzalez replied staff are continuing to work on this item and plan to schedule another meeting before the December Historic Preservation Commission. He stated staff are refining the recommendation and putting together a redline draft resolution for the Committee to review that addresses all the concerns expressed to staff.

Commissioner Tomkins requested to schedule a meeting next week. Commissioner Martin agree and requested staff provide a few date options now. Discussion ensued and November 13, 2019 at 11:00 a.m. was selected.

Commissioner Tomkins requested to receive something from staff in writing before the meeting.

Planning Manager Gonzalez responded staff are juggling a lot of things right now but will strive to do that.

Commissioner Martin replied she understands but they have been trying to get this done for three years and it keeps getting prolonged with changes in management.

Chair Gomez asked if this would come before the Historic Preservation Commission at December meeting.

Planning Manager Gonzalez replied that is the goal because this seems to be the number one priority for this Commission.

Development Services Director Gutierrez stated December 4, 2019 is the next meeting.

Commissioner Martin clarified the Tree Ad Hoc Committee needs to see; 1) the replacement policy, 2) the permits to remove with a replacement policy for removals and a policy for removals that happen without a permit and 3) a decision about having a permit for tree trimming or not. She stated she would like staff to provide options and show the Committee what it would like with and without a tree trimming permit. She noted the historic districts aren't being trimmed because people are getting misinformation or can't get to City Hall because they work all day and can't figure out the website.

Commissioner Gonzalez shared as a resident of a historic district, she trimmed her trees last year and completed the application in triplicate with pictures as the directions indicated and was staff did not understand why and told her to keep it all.

Commissioner Tomkins clarified the Tree Ad Hoc Committee wants to know if they should be requiring permits to trim trees or focusing on tree removals and replacements.

Planning Manager Gonzalez responded staff provided some preliminary recommendations to the Ad Hoc Committee that included those three points. She stated staff will continue to refine those recommendations in preparation for a discussion on whether we want to remove the tree trimming permit or keep it.

Development Services Director Gutierrez replied to Commissioner Gonzalez that she made a good point and if the recommendation is to keep the tree trimming permit, they will need to look at the application process/requirements.

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**ITEM I:**  
**DEVELOPMENT SERVICES DIRECTOR/PLANNING MANAGER COMMUNICATION:**

**1. Minor Certificates of Appropriateness for October 2019 (attached).**

**2. Report out from staff on Commission requested items.**

Planning Manager Gonzalez spoke about making an ongoing list of priorities for the Historic Preservation Commission. He distributed a list of everything that has been identified, thus far, and noted items can be added. He reported the City is down one Planner right now, so staff resources are limited to handle three Commissions and City Council requests, however, they are committing to one priority for each Commission. He stated the Tree Ad Hoc Committee's request is the Historic Preservation Commission's priority and staff are continuing to work to bring something back in the next couple months for a recommendation to City Council to adopt. He stated priority number two is the Historic Preservation Ordinance and staff will continue to meet with that Ad Hoc Committee unless he is directed otherwise.

Commissioner Kercheval requested to include some type of survey on the list.

Planning Manager Gonzalez replied the citywide survey is not on the list because it is something staff have been trying to get some money to do. He noted creating a list of historic properties is something the City can work on without money or consultants.

Commissioner Kercheval asked if they could use volunteer because there are people in the City who are ready to be trained and go out.

Planning Manager Gonzalez replied it takes a certain amount of knowledge and expertise to survey.

Development Services Director Gutierrez confirmed she is hearing a request that a citywide survey be part of the goals and priorities of the Historic Preservation Commission.



Planning Manager Gonzalez replied part of the steps for that would be to continue to apply for grants. He stated they can put that on the list and keep the Historic Preservation Commission updated.

Commissioner Kercheval asked if they could train volunteers to do this work or if it requires an expertise that is in the hundreds and thousands of dollars.

Development Services Director Gutierrez replied it's both. She stated expertise and staff resources would be is required to train volunteers.

Commissioner Tomkins shared she attended a certified local government seminar put on by the State and a major portion of that day was spent talking about surveys. She reported several different cities spoke about the different ways they had done surveys. She stated the State was pushing the idea of using volunteers and shared different ways that could be done. She noted there are a lot of resources available at the State level they would have access to as a certified local government.

Commissioner Kercheval stated he hopes staff is hearing the Commissioners want to help.

Development Services Director Gutierrez replied she thinks it a great future priority and they can have a discussion of where that fits into the priority list.

Commissioner Gonzalez asked if it would benefit the Commission to put out feelers into the community about who may be interested in helping with a survey because these things take time.

Development Services Director Gutierrez responded it would be helpful if a survey becomes the number one priority. She stated then they would have a team ready to go instead of waiting on the backend for staff.

Commissioner Martin stated she would move the survey to be one of the top three priorities and move earthquakes to number six. She stated a city survey update is necessary to plan. She shared the Winchell Survey by Diane Marsh, was completed by one professional and volunteer preservationists Ms. Marsh trained. She stated she feels confident the City can do it again with volunteers. She suggested they discuss at the January meeting.

Commissioner Kercheval agree and stated it would be great to set the goals in January on how to prioritize this.

Development Services Director Gutierrez replied she will add this as a discussion item for the next meeting.

Commissioner Martin reported many years ago a historical society member prepared a recommendation to designate Ganesha Park as historic. She stated the information is still intact and she would like to bring it to the Historic Preservation Commission for review and possibly support. She noted they need as many grants as possible and the only way to get grants for parks is having them historically designated. She stated with all the history of that park, 62 acres, including Randolph Hurst and the Greek Theatre, she can't see how it won't qualify.

Development Services Director Gutierrez replied they can talk about that during the priorities list discussion.

Chair Gomez commented the list is appreciated.

Planning Manager Gonzalez replied the idea is to focus on key items and make sure staff are moving with those and that not jumping around. He mentioned he put out a flyer for the Orange County American Planning Association program that he planned for Friday, November 15, 2019 from 11:00 a.m. to 3:00 p.m. in the City of Orange. He stated if anyone is interested, they should email him, and he will register them to attend.

Commissioner Tomkins and Chair Gomez stated were interested.

ADJOURNMENT:

Chair Gomez adjourned the meeting at 8:10 p.m. to the next regularly scheduled meeting of the Historic Preservation Commission on December 4, 2019 at 6:30 p.m. in the City Council Chambers.

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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.