

OFFICIAL MINUTES
POMONA HISTORIC PRESERVATION COMMISSION
JUNE 6, 2018

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

FLAG SALUTE: Chair Martin led the Commission in the flag salute.

ROLL CALL: Roll was taken by Development Services Manager Stadnicki.

COMMISSIONERS PRESENT: Chair Martin; Commissioners Gallivan, Tomkins, Garcia (arrived at 7:05 p.m.) Gomez, and Kercheval

COMMISSIONERS ABSENT: Commissioner Tessier

STAFF PRESENT: Development Services Director Suarez, Development Services Manager Stadnicki, Senior Planner Vinny Tam, Senior Planner Ata Khan

ITEM D:
PUBLIC COMMENT:

None

ITEM E:
CONSENT CALENDAR:

No items

PUBLIC HEARINGS:

ITEM F-1 PUBLIC HEARING – MAJOR CERTIFICATE OF APPROPRIATENESS (MAJCOA 9731-2018) TO ALLOW THE CONSTRUCTION OF A 353 SQUARE FOOT REAR ADDITION TO AN EXISTING SINGLE FAMILY RESIDENCE AT 1462 ALAMEDA STREET.

Chair Martin opened the public hearing, seconded by Commissioner Kercheval.

Ata Khan, Senior Planner, provided a presentation on the item.

Commissioner Garcia arrived at 7:05 p.m.

Freddie Martinez, the applicant, stated the reason for this addition is his family is growing and instead of leaving the City of Pomona he would like to add onto the house and stay. He noted he is willing to do whatever it takes to preserve the integrity of the neighborhood and is ready to begin.

Commissioner Gomez asked to see the picture of the plan; she inquired about the green area.

Senior Planner Khan replied that's where the addition is located and it would involve the demo of the patio cover.

Commissioner Gomez asked if the window, in the little building, in the plan was remaining or being plastered over.

Mr. Martinez responded they will seal that window and that will be a shared wall with the bedroom. He stated the current layout is two bedrooms and one bath and they are expanding into a master bedroom.

Chair Martin asked if Mr. Martinez had plans to save that window and reuse.

Commissioner Gomez inquired how the applicant will be getting into that area.

Mr. Martinez responded it will be connected to the house.

Senior Planner Khan displayed a picture of the proposed entry from the existing house and then an exterior sliding entry from the backyard and pointed out the window being discussed.

Commissioner Kercheval stated he agrees with Commissioner Gomez's concerns and supports using the original window and instead of removing it pushing the wall out and reusing the window on the exterior and then getting another matching window next to it to look original.

Mr. Martinez responded that wouldn't be a problem.

Commissioner Gallivan asked if there was a door on the garage and which direction it faces.

Mr. Martinez replied the garage door faces east and it would still be an attached garage from the home.

Commissioner Tomkins commented the addition, as pictured, appears to going further over than where the patio is located. She asked if the tree is staying and if the addition will be moving closer to it.

Mr. Martinez replied yes, the addition will be moved out towards the tree.

Senior Planner Khan clarified it will be moved closer to the tree but retain the required 5 foot setback per code.

Commissioner Tomkins asked for clarification if the second floor small bathroom window was going to be a slider or double hung.

Senior Planner Khan stated originally as proposed in the site plan, it was a slider, but on analysis because it is street facing, staff felt it would be more appropriate to add recessing and for it to be double hung.

Commissioner Tomkins asked if that was feasible with that size window.

Senior Planner Kahn replied staff spoke with the architect and he indicated that would be possible.

Commissioner Tomkins asked what differentiates this as new construction and inquired if it was just the windows.

Senior Planner Kahn stated he believes its principally just windows and modern construction would be the differentiation here.

Development Services Manager Stadnicki added the change in the footprint is usually a giveaway as well.

Commissioner Kercheval stated from the photographic record there is no indication of what the fascias looks like and he wants to draw the attention to this to make sure the architect matches it to existing. He inquired if it was closed or open fascia.

Mr. Martinez stated he didn't know but it shouldn't be an issue to match.

Commissioner Kercheval suggested adding the fascias as a condition since they don't have a photographic record.

Senior Planner Khan restated the three conditions that are not included in the draft resolution that would be appropriate: 1) address inconsistencies in the cross section page; 2) reuse the interior window and push it out as part of the addition; 3) match the fascias in plan check.

Chair Martin clarified the location of the bathroom on the plan. She asked about the number of windows in the bathroom and suggested putting the salvaged window as the front window for the bathroom. She asked if the size of the window would be a problem. Discussions ensued in which it was determined that the window would be too big.

Motion by Commissioner Kercheval, seconded by Commissioner Gomez, carried by a unanimous vote of the members present (6-0-1-0), to adopt Major Certificate of Appropriateness (MAJCOA 9731-2018) to allow the construction of a 353 square foot rear addition to an existing single family residence at 1462 Alameda Street with conditions as follows: 1) the drawings be corrected regarding the roof draining and design; 2) the fascias match the existing fascias on the rest of the home; 3) reuse of the window, if not dry rotted, by being pushed out.

ITEM F-2

PUBLIC HEARING – MAJOR CERTIFICATE OF APPROPRIATENESS (MAJCOA 9689-2018) TO ALLOW THE CONSTRUCTION OF A 159 SQUARE FOOT REAR ADDITION TO AN EXISTING SINGLE FAMILY RESIDENCE AT 1646 ALAMEDA STREET.

Ata Khan, Senior Planner, provided a presentation on the item.

Jeremy Cortez, on behalf of the applicant, stated the property owner wishes to extend the house to make it more comfortable. He reported her family is growing and she wants to make a bedroom with a walk in closet and bigger bathroom.

Commissioner Gallivan asked what the commercial building to the north was and if it was a care facility.

Senior Planner Khan responded he would have that answer momentarily and stated where the addition is going to go there a block wall and a parking lot to serve that facility.

Commissioner Kercheval stated the architectural drawing shows every window in the home as sliders, not double hung. He informed the applicant that the Commission feels it is important to make sure the original windows are not removed. He suggested the windows be original or wood windows and the fascias on the addition match the existing, as he didn't see a photographic record.

Chair Martin requested staff provide better pictures because it's really important to match.

Senior Planner Khan stated staff will take that into consideration and make sure to have better photographic records of the fascias.

Chair Martin commented that there were not enough illustrations of the completed project and requested more in the future.

Senior Planner Khan replied to Commission Gallivan that the commercial building is the Inland Valley Care and Rehab Center.

Commissioner Gallivan asked if the window replacement was approved in 2010.

Senior Planner Khan replied that is correct. He reported he spoke with the applicant; however, she was not involved and didn't have the full details. He reported the City record stated a replacement of ten (10) windows and doesn't have any other details.

Commissioner Gallivan commented that this lack of information is a problem. Chair Martin agreed because it's already been approved.

Development Services Manager Stadnicki clarified that there are not sliders currently, the windows are double hung.

Chair Martin asked if they could show the picture of the front of the house again.

Senior Planner Khan stated the sliding windows were an error on the site plan.

Commissioner Gallivan asked if the home was part of the historic district before the windows were changed.

Senior Planner Khan stated the windows occurred in 2010, so it would have been eligible through the minor Certification of Appropriateness process.

Commissioner Gallivan asked if there were original photographs.

Senior Planner Khan responded the only three photos we have were provided in the packet, Attachment 3, as part of the historic survey that was conducted, and they were prior to the window change out.

Commissioner Kercheval expressed concerns with the roofing and the half moon louvered vents. He suggested matching the new vent to the vent on the front. He spoke about the roof pitch needing to be higher to accommodate the addition; however, there is a funky intersection, where you will be able to see it from the street. He stated the pitch of the roof changes and instead of having this symmetrical pitch on the front you are going to see this additional room. He stated there is work that needs to be done by the architect to try and make that blend in more.

Senior Planner Khan stated the front view was not provided by the architect, since the addition was taking place on the other side. He clarified the condition would state that the architect would either attempt to hide from public view the roof pitch or to attempt to adjust.

Discussion ensued about the appearance of the addition from the front of the home.

Commissioner Garcia was wondering if the applicant needs to review the conditions and agree to make these changes.

Mr. Cortez responded he agrees because they are minor changes and bringing the roof design a bit lower to match the existing pitch is not a big deal.

Motion by Commissioner Kercheval, seconded by Commissioner Garcia, carried by a unanimous vote of the members present (6-0-1-0), to approve the Major Certificate of Appropriateness (MAJCOA 9689-2018) to allow the construction of a 159 square foot rear addition to an existing single family residence at 1646 Alameda Street with the following conditions: 1) the new roof line match the existing front ridge line of the home to be hidden or that the architect comes up with another solution to maintain the symmetry of the front of the home; 2) the fascias are matching; 3) the new roof vents match existing vents on the front of the home; 4) any new windows should be double hung to match the rest of the home.

ITEM F-3

PUBLIC HEARING – MAJOR CERTIFICATE OF APPROPRIATENESS (MAJCOA 6548-2017) TO ALLOW THE CONSTRUCTION OF A 375 SQUARE FOOT REAR ADDITION TO AN EXISTING SINGLE FAMILY RESIDENCE AT 1641 HACIENDA PLACE.

Vinny Tam, Senior Planner, provided a presentation on the item.

Leticia Delgado, the applicant, stated she loves the area they live in but the home is very small and her family is growing, so they put in the application to be granted permission to add a little extension to make it more comfortable.

Pedro Delgado, the applicant, spoke about being happy where they are now and matching the new addition to the old house.

Chair Martin opened the public hearing.

Commissioner Kercheval stated he likes what the applicants are attempting to do and provided several suggestions to improve the design. He spoke about the addition being a gable roof, while the rest of the house has a hip roof and suggested the addition have a hip roof. He stated he would like to add this as a condition.

Commissioner Gallivan commented the addition is pretty much hidden; it's a nice logical place to be putting the addition.

Commissioner Garcia asked Commissioner Kercheval to describe what he was suggesting again.

Commissioner Kercheval explained putting on a hip room versus a gable.

Chair Martin asked Senior Planner Tam if this would be possible or difficult.

Senior Planner Tam stated the designer is present and Chair Martin could ask him.

Ruben, the designer, responded he proposed a gable in the back to comply with planning requirements, California Title 24 and Building and Safety codes which state that the attic has to be able to move air. He reported the attic currently does not breathe, except for the adopted whirling fan, so he chose a gable roof to put in gable vents, which can be wood and more historical and air will flow through the back and out the top of that roof. He stated a hip roof would be possible if he adopts louver type vents that are not in the original house.

Commissioner Kercheval responded that Ruben and the owners can decide what they want to do, he won't make this a condition; however, if they put in a louver vent he suggested adding it on the back of the home.

Development Services Manager Stadnicki stated she can memorialize this as a recommendation.

Commissioner Gallivan commented this home is basically across the street from Casa Primera.

Commissioner Kercheval suggested adding another window to the bedroom, as currently it only has French doors.

Chair Martin agreed and stated she feels it's really important to have enough light.

Ruben replied that the French doors are the way he is complying with lighting and ventilation codes. He stated he didn't include another window in the back because he would not pass Building and Safety. He noted the code states a room is not allowed to have more than 20% of the square footage be glass.

Chair Martin commented she didn't know that rule and shared her former home on Alvarado had 56 windows and was only 2,500 square feet, built in 1927. She asked staff about grandfathering in items when it conflicts with new rules.

Development Services Manager Stadnicki responded new construction would be subject to the new rules and that there is a State Historical Building Code but she doesn't think it would apply to an addition like this.

Development Services Director Suarez spoke about building code regulating minimum requirements and that usually more windows and more lighting are possible. He suggested making it subject to review and approval by the Building Official or Designee.

Commissioner Gallivan shared he was not able to get the addition on his home to look like the other part because of too many windows which was not permitted by Building Code, however, that was before the Historical Ordinances came into effect and he has been told Historical Building Codes may override in instances of trying to maintain the historical look of a building.

Commissioner Tomkins inquired if the windows being discussed are on the back of the house and not visible from the street and she asked who would be able to see them.

Ruben responded nobody will see them and that's why he did French door. He stated with French doors the owner can walk out on the patio and the addition is compliant with the lighting and ventilation codes.

Commissioner Kercheval suggested making it a single glass door and including a window. He commented there are all kinds of option to maintain the square footage. He stated he will make it a recommendation based on whether Building Code will allow.

Chair Martin spoke about the architecture from the turn of the century to the 1960's having the beautiful characteristic of windows and light coming through and she stated the Commission wants to help the applicant beautify the home for future resale. She stated having a whole wall with no windows might not be best, because people who purchase homes in historic districts want it to feel original when they walk in.

Ruben spoke about his past experience getting approvals from the Historical Society or Historical Departments and stated he could completely match the architecture if this body tells Building and Safety to allow it. He noted in California anything facing west is only allowed to have more than 5% glass because of heat. He stated if the Commission prefers a window, he requested they notify Building and Safety to allow him to put the window regardless of the Title 24 code.

Commissioner Gallivan commented this would be appropriate, as this home is in an extremely Historical District and traditionally a lot of the old homes open windows to get air through.

Development Services Director Suarez stated staff can write a condition subject to review by the Building Official, however they can't override.

Commissioner Gomez commented that Ruben would be an asset to come to the Historical Preservation Group's annual workshop.

Commissioner Gallivan agreed and stated the workshop is specifically for people in the Historical Districts to understand what it takes to stay within code and maintain the look of the house.

Chair Martin asked Ruben to leave a card with staff so they could invite him to the workshop in August.

Commissioner Tomkins commented that a lot of this discussion has been related to the Historic Building code requirements and suggested looking into this topic as a future training session.

Motion by Commissioner Kercheval, seconded by Commissioner Tomkins, carried by a unanimous vote of the members present (6-0-1-0), to adopt the Major Certificate of Appropriateness (MAJCOA 6548-2017) to allow the construction of a 375 square foot rear addition to an existing single family residence at 1641 Hacienda Place with the recommendation that a hip roof with half moon louver vents be considered to break up the massing and create a cohesive design or if using a gable roof line, vents should be made of wood or tie in historically; and the condition to add windows in the master bedroom, if allowed by Building and Safety codes.

ITEM G:
HISTORIC PRESERVATION COMMISSION COMMUNICATION:

Commissioner Gomez invited all attendees to the June 9th Car Show. She stated costs \$25 to enter a car and includes a slight cruise. She shared the Car 54 Police Car will lead the cruise and there will be food and games for the whole family. She reported they are trying to revitalize the East End Holt area and Indian Hill.

Commissioner Garcia asked if the car show was part of an organization.

Commissioner Gomez stated the money goes to the Historical Society of Pomona Valley, of which she and Commissioner Gallivan are board members.

Commissioner Kercheval requested to start the process specified in the bylaws to address the issues of excessive absences by Commissioner Tessier.

Development Services Director Suarez stated they have noted the absences and work with the City Manager and City Clerk on this request.

Commissioner Gomez commented that the Commission has recently come into crucial votes where some of the Commissioners have had to recuse themselves from the dais and the missing Commissioner has created a worrisome voting situation, therefore, she would like to emphasize the need for there to be a full board.

Chair Martin stated the charter states approval of dismissal of this Commissioner comes from City Council and the Mayor would have to put it on the agenda.

Commissioner Tomkins shared she was at a City Council meeting recently where the Council asked for reports of attendance at all the Commission meetings. She asked if the Councilmember's received those reports.

Development Services Director Suarez stated he will follow up with the City Clerk's office on this issue.

Commissioner Tomkins stated it is her understanding that the City Councilmember typically speaks to the Commissioner and they decide to attend or resign. It doesn't usually go through to City Council for removal; it's just needs to be brought to their attention.

Commissioner Gallivan spoke about the importance of meeting minutes so the Commissioners have direction and are aware of items needing to be addressed.

Development Services Manager Stadnicki responded the minute's clerk resigned and the plan is to utilize the minute's clerk who is currently working for the City Clerk after finishing their backlog. She stated staff has been attempting to create action minutes, but it's been difficult and they are looking into other options at this point.

Commissioner Tomkins inquired if meeting minutes are required to be included in the report to the State Office of Historic Preservation.

Development Services Manager Stadnicki responded yes and its one of our primary goals.

Chair Martin commented she doesn't want to lose Commissioner Gallivan's to do list, as it includes phenomenal things which may take 2-3 years to complete.

Development Services Director Suarez stated he has the list.

Commissioner Kercheval stressed the importance of providing photographic records, with attention to windows and fascias because it helps the Commissioners asses what condition a house is in.

Chair Martin agreed with Commissioner Kercheval and offered to provide an example of the types of photographs the Commissioners would like to use a reference (windows, fascias, eaves, doors, etc.).

Development Services Director Suarez stated staff understands what the Commission is looking for.

Commissioner Tomkins requested staff always provide a front elevation even if it is not changing.

Chair Martin requested a true picture of what the windows looks like, not just a drawing. She expressed concerns that the Commission is approving items that might not match.

Development Services Manager Stadnicki responded to Chair Martin, stating there is a condition to provide specs or catalog cut sheet for the windows before staff approve.

Commissioner Garcia requested that people not be in front of objects in the pictures submitted by the applicants.

Commissioner Tomkins asked for an update or timelines on the Art's Market project the Commission approved with a condition to plant certain trees.

Development Services Manager Stadnicki responded there was problem with the minutes or the resolution and the timeline got pushed. She reported staff has met with that applicant and Mayor on some other issues and reminded the owner. She stated she will check on the details and report back at the next meeting.

Chair Martin asked if a rendering could be provided for the PowerPoint presentation.

Development Services Manager Stadnicki responded that has not been a requirement for small single family residential projects and if it's not done in-house it can be expensive.

Chair Martin spoke about some presentations being vague and stated a rendering doesn't have to be expensive as there are online options. She expressed concerns about approving projects without seeing them visually and requested to have a recommendation added, because more visuals will make it easier for the Commission to make the proper decision.

Commissioner Kercheval inquired if modern construction allows a room with no windows or very small windows.

Development Services Manager Stadnicki responded that energy counts can be a barrier to good design. She stated she doesn't know the specifics codes but she has heard that from other applicants it can be a limiting factor.

Development Services Director Suarez stated he will invite the Building Official to the next meeting to speak.

Chair Martin reported that on Oak Knoll, In Ganesha hills, there is a new two-story construction home that has hardly any windows and the neighbors are voicing complaints. She asked how this was approved.

Development Services Director Suarez responded that many people prefer fewer windows for security purposes, and the design only has to meet minimum building codes.

Commissioner Kercheval reported that a home on Park Ave. installed a fire glass front door with modern cut glass.

ITEM H:
DEVELOPMENT SERVICES MANAGER COMMUNICATION:

Development Services Manager Stadnicki reported that traditionally this Commission does not hold a July meeting; however, there is an item that will need review in July. She asked for the Commissioners availability on July 18, 2018 at 7:00 p.m. She reported Vinny Tam and Ata Khan have been promoted to Senior Planners and she is attempting to fill the new positions granted by City Council.

Commissioner Kercheval commended Ata Khan's PowerPoint presentations.

ITEM I:
DEVELOPMENT SERVICES DIRECTOR COMMUNICATION:

Development Services Director Suarez reported there were questions about a City Council item related to a lot line and lot merger in the Lincoln Park Historic District and after further review with City Attorney's office there has made the decision to bring this item forward to the Historic Preservation Commission. He stated the applicant has been informed.

Chair Martin reported people are voicing concerns about the bulb-outs at Towne Ave and Holt Ave because they creating traffic problems. She noted semi-trucks and busses are not able to make a right hand turn easily. She reported that the bulb-out just completed on Arrow and Garey already has tire marks on the brand new cement and it appears really narrow. She stated a need for advocates because they bulb-outs are not working and encouraged her fellow Commissioners to drive around and check it out.

1. Certificates of Appropriateness – April 2018 through May 2018.

Commissioner Gallivan expressed concerns about a door replacement listed at 235 E. Jefferson Avenue. He stated that this is one of the most beautiful doors in the Lincoln Park area, with a big oval and cut glass. He reported the door has a

few problems that can be fixed and he is not sure why the applicant wants to redo the door or what is going in its place, but it didn't come before the Historic Preservation Commission which is incorrect.

Development Services Manager Stadnicki responded the code for minor Certificate of Appropriateness includes replacing exterior doors.

Development Services Director Suarez asked if there is a time period for review of Minor Certificate of Appropriateness by the Commission for them to call up an item.

Development Services Manager Stadnicki responded she doesn't believe they have that process, but she will confirm and report back. She stated she will have a discussion with staff to confirm what is being approved.

Chair Martin stated she thought you couldn't change the door out unless it's matching historically.

Development Services Manager Stadnicki asked if anyone has seen the new door.

Commissioner Gallivan responded the old door is still up and he doesn't know if they are planning on putting the glass oval back in or just going with a solid wood door.

Development Services Manager Stadnicki requested the address and stated she make sure it matches.

Commissioner Kercheval reported that in Hacienda Park there have been over 40 doors that have been replaced with a modern doors and it is something the Commission needs to watch because people don't know they are required to get a Certification of Appropriateness and are just doing it.

Chair Tomkins asked about a tree removal on the list at 402 E. Lincoln and inquired about a missing Certification of Appropriate for the tree that disappeared on Garfield.

Commission Gallivan responded he was been following 203 E. Garfield pretty carefully and it has taken him a long time to get answers, but apparently the City Arborist went there and said that the tree had a split in it and probably needed to be removed.

Development Services Manager Stadnicki agreed.

Commissioner Gallivan stated the owner did not want to lose the tree and the neighborhood got really upset because they did not know there was a permit for it to happen because nothing was posted. He stated something needs to be posted so people don't get upset.

Commissioner Tomkins spoke about a neighbor having a tree removed and the permit being posted on the window. She recommended having something posted on a stake out front, so people are aware of the permit to remove.

Development Services Director Suarez responded there are lot process improvements and permit improvements the Planning Department needs to do, however, they are still in the middle a staff shortages. He reported they are interviewing for help at the counter. He stated getting our counter open (more than half days) is a priority. He reported they are also trying to add three Associate Planner positions and he will start going through the applications and doing interviews in the next couple weeks. He commented there is a lot going on, but he has noted this item and will get to it eventually.

Development Services Manager Stadnicki suggested that an improved process of posting be something that comes out of the Ad-Hoc Committee.

Commissioner Tomkins stated she hasn't seen a Certificate of Appropriateness for the YMCA and asked if it was following a different process.

Development Services Manager Stadnicki stated she thought that item was included and believes an application was received and processed, but she will confirm and report back.

Commissioner Gallivan and Chair Martin mentioned Spectra Co. is on this month's list for windows.

Development Services Manager Stadnicki clarified they did a restoration and repair work, not a change out.

Chair Martin stated it says new windows and doors.

ADJOURNMENT:

Chair Martin adjourned the meeting at 8:46 p.m. to the next regularly scheduled meeting of the Historic Preservation Commission on July 18, 2018, in the City Council Chambers.

for 
Mario Suarez
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.