



Staff Report

City of Pomona Historic Preservation Commission

May 20, 2026

FILE NO:	MAJCOA-000114-2025
	A modification request for previously approved Major Certificate of Appropriateness (MAJCOA-000114-2025) to determine if the installed alumawood clad-windows are an acceptable alternative to all-wood windows. This item is associated with a detached ADU, at the rear-yard of a contributing resource within the Hacienda Park Historic District.
ADDRESS:	1627 N. Park Avenue
APPLICANT:	Michael Zhang, Architectural Designer
PROJECT PLANNER:	Karina Diaz, Assistant Planner
RECOMMENDATION:	Approve modification request for File No(s). MAJCOA-000114-2025 and adopt Resolution No. 26-020 (Attachment 1)

Project Information

GENERAL PLAN DISTRICT:	Neighborhood Edge	ZONING DISTRICT:	Neighborhood Edge District 1 (NED1)
TRANSECT:	T4-B	ZONE STRING:	[LM2-G1-CX1]
GENERAL PLAN DENSITY:	30 DU/AC	HISTORIC DISTRICT:	Hacienda Park Historic District

Related Actions

Historic Preservation Entitlement	August 06, 2025: Major Certificate of Appropriateness (MAJCOA-000114-2025) request for a new 800 square-foot, detached, Accessory Dwelling Unit (ADU) was approved by the Historic Preservation Commission. The site is located within the Hacienda Park Historic District.
Building & Safety Plan Check	October 10, 2024: Permit application submitted to Building & Safety for project review. The plan check was put on hold until the Planning Division received a Major COA application submittal and the HPC Commission made a determination on the proposed scope.
	September 04, 2025: Planning approved the re-submitted plans for the proposed ADU.

October 15, 2025: City stamped plans were issued to applicant and the construction for the proposed ADU begins.

Planning Site Inspections

April 2, 2026: Planning went on a site inspection to ensure material, placement, and dimensions of the installed windows matched the approved plans. Material for the windows differed from approval.

April 16, 2026: Second Inspection with Planning Manager conducted. Staff confirmed the installed windows were aluminum-clad and would need to be replaced with wooden windows or taken to Commission for a decision.

Previous Action

During a regularly scheduled public hearing, the Historic Preservation Commission approved a Major Certificate of Appropriateness for the construction of a new, detached Accessory Dwelling Unit (ADU) at 1627 N. Park Avenue, located within the Hacienda Park Historic District. The item was approved with a 6-0-1-0 vote on Wednesday, August 6, 2025.

A key component of the Major Certificate of Appropriateness review included project compliance with architectural design guidelines for contributing properties. The proposed ADU was approved with conditions requiring the incorporation of architectural elements commonly associated with California Bungalow architecture into the overall design. Character-defining features reflected in the approved ADU design include horizontal lap siding, a sloped gable roof, exposed rafters, wooden shutters, and custom single-hung wood windows. The custom wood windows are identified under Condition No. 14 in HPC Resolution No. 25-022 (Attachment 3), with manufacturer specifications provided on Sheet A-3.1 of the approved plans (Attachment 4). Pella was selected as the manufacturer for all single-hung windows identified for the ADU (Attachment 2).

Discussion

Site Inspection

During a routine site inspection of the proposed Accessory Dwelling Unit (ADU), staff observed that the installed windows throughout the structure were not wood, as specified in Resolution No. 25-022 and the approved entitlement plans (Attachment 4). Upon reviewing product invoices and conducting a secondary inspection with the Planning Manager, it was confirmed that the windows selected by the applicant had an aluminum-clad exterior.

Staff informed the applicant that the windows must either be replaced to conform with the approved resolution or be taken for review by the Historic Preservation Commission. Photographs of the installed windows are included for the Commission's review (Attachment 5).

Pella Reserve Traditional Style: Single Hung Windows, Wooden Exterior

The proposed plans specified “Pella Traditional Wood, Single-Hung Windows” as the material and style for the accessory dwelling unit. These custom windows feature a wooden interior and exterior with true divided lights and are considered the manufacturer’s preferred option for historic renovations and traditional building projects. Pella offers this product with either primed, ready-to-paint exteriors or unfinished wood exteriors.

Pella Reserve Traditional Style: Single Hung Windows, Alumina-Clad Exterior

Alternatively, Pella offers windows with an aluminum-clad wood exterior, for the same product type. These windows feature an aluminum-clad exterior with a protective, baked-on finish composed of a 70% fluoropolymer resin. This finish, known as EnduraClad Plus, is designed to provide an additional layer of protection against chalking and corrosion. The interior frame of the window may be constructed of pine, mahogany, or Douglas fir.

Findings

Staff determined that the windows installed in the ADU are Pella’s Traditional Style single-hung windows with an aluminum-clad exterior. Based on site inspection observations, staff finds that these windows may serve as an acceptable alternative to the previously approved all-wood windows. The windows maintain the style, color, and overall design characteristics typical of historic windows and are specifically intended for use in historic homes. While the exterior is aluminum-clad, the windows retain a wood interior frame, with the cladding limited to the exterior trim, as shown in the provided photographs (Attachment 5).

Conditions of Approval

The Conditions of Approval are contained in the attached resolution (Attachment 1). The following discussion focuses specifically on Condition No. 14 of HPC Resolution No. 25-022:

“Windows shall be single-hung, wood, windows and are required to significantly match the scale, form, and decorative features of the existing living space windows of the existing single-family structure located on the subject site. Plans must indicate material, style, and trimming prior to the issuance of a Building Permit.”

The Commission shall determine whether the installed aluminum-clad windows constitute an acceptable alternative to the previously approved all-wood windows. If deemed acceptable, Condition No. 14 may be modified to allow the applicant at 1627 N. Park Avenue to retain the installed aluminum-clad windows and proceed with construction of the ADU. If the Commission determines that aluminum cladding is not appropriate, the applicant will be required to remove all aluminum-clad windows and replace them with custom wood windows featuring matching wood exteriors.

Conclusion

Upon review of both window types, staff determined that the aluminum-clad exterior windows may be an acceptable alternative to the previously approved wood windows, based on their comparable design features and overall composition. Unlike products from some other manufacturers, Pella's aluminum-clad alternative retain a wood interior that is visible upon close inspection.

Therefore, Planning staff recommends that the Historic Preservation Commission approve the requested modification to the Major Certificate of Appropriateness application (MAJCOA-000114-2025) and adopt Resolution No. 26-020.

Attachments:

1. Historic Preservation Commission Resolution No. 26-020
2. Pella Reserve – Traditional Single-Hung Windows, Product Specifications
3. HPC Staff Report and Approved Resolution No. 25-022 from 08-06-25
4. HPC Approved Architectural Plans from 08-06-2025
5. Installed Alumawood-Clad Windows