



Staff Report

City of Pomona Historic Preservation Commission

DATE: August 5, 2026

FILE NO: MAJCOA-000740-2025

A request for a Major Certificate of Appropriateness to construct a new two-story garage/loft in the rear yard of a single-family property within the Lincoln Park Historic District.

ADDRESS: **250 E. Pasadena Street**

APPLICANT: Marlene Montiel and Anthony Lopez

PROJECT PLANNER: Carlos Molina, Associate Planner

ENVIRONMENTAL REVIEW: This project is exempt from the California Environmental Quality (CEQA) pursuant to Section 15301, Class 1 (Existing Facilities) and Section 15331, Class 31 (Historic Resource Restoration/Rehabilitation) in that the project consists of minor alterations to the existing site, including the construction of an accessory structure detached from the primary historic resource whose design is consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties.

RECOMMENDATION: Approve File No(s). MAJCOA-000740-2025 and adopt Resolution No. 26-026.

Project Information:

GENERAL PLAN DISTRICT: Neighborhood Edge

ZONING DISTRICT: NED5-H

TRANSECT: T4-B

SPECIFIC PLAN DISTRICT: N/A

GENERAL PLAN DENSITY: 30 DU/AC

Property Background:

The property is located at 250 E. Pasadena Street within the Lincoln Park Historic District. The site measures approximately 7,500 SF and is developed with a centrally-located 1,000 SF primary residential structure estimated to have been constructed in 1905. The Lincoln Park Historic District survey that evaluated the site (Attachment No. 4) identifies the primary structure as a Dutch Colonial Revival home and gives the resource a "Contributing" rating with no details of significant additions or alternations other than permitted repairs made to six fire-damaged windows and portions of the roof and the east-facing façade in 1952. The areas indicated as receiving repairs were completed an "in-like" fashion, with the only notable differences found in the window-pane designs.

In 2021, the property owners were approved for a Mills Act Contract (MILLS-16178-2021) with a rehabilitation plan that included restroom and kitchen restoration with era and architecturally appropriate cabinetry/finishes and the proposed garage.

On December 18, 2026, Planning Division staff received an application for a Major Certificate of Appropriateness (MAJCOA-000740-2026) for the construction of a new, detached two-story accessory structure with a 589 SF garage and a 454 SF loft above. The peak height of 21'-8" is shorter than the existing primary dwelling. The ground-story will comprise of a garage whereas the second story will be used as loft space utilized by property owners/residents of the primary dwelling structure. Project plans and existing site photographs have been provided as Attachment Nos. 2 and 3 respectively.

Architectural Style:

The designated historic resource on the site is identified as a **Dutch Colonial Revival**.

Architectural Description:

Dutch Colonial architecture is based on architecture and housing from types from the Netherlands dating back to the medieval period. It can be found in the northeastern portion of the country, from Pennsylvania in the south to inland New York in the north. The style was found in both urban and rural environments, though the majority of examples that survived into the late nineteenth century were rural. Dutch Colonial residential architecture exhibited regional variation, reflecting available resources. For instance, stone was rarely used in the Netherlands as a building material but was utilized much more often in the colonies because it was widely available. In addition, stone and brick were more weather resistant than wood.

The most widely recognized aspect of Dutch Colonial architecture is the gambrel roof, though this was not used exclusively. Gambrel roofs were often found in New Jersey and the Hudson River Valley early in the colonial period, and later in New York after it was acquired by the English. The earliest Dutch houses were constructed one-room deep with steeply pitched roofs. As homes became larger, these steeply pitched roofs proved vulnerable to wind stresses and precipitation without modification. Some houses were constructed with a new type of bracing. More frequently, however, larger houses were built with a gambrel roof, was borrowed from the English in New England. It featured an upper and lower portion of different pitches.

In the southern parts of New York and New Jersey, the eaves of houses were extended to form "bell cast" or spring eaves, which provided additional shade during hot summer months. These areas were settled by the Dutch and French Huguenots, Protestant refugees from France. This eave form can also be found in France and Quebec, and were likely brought over by the French and then incorporated into Dutch Colonial architecture. They were often constructed on the primary façade of the house when the building faced south but can also be found on rear facades as well. This element, along with the gambrel roof, was frequently reproduced in the late nineteenth and early twentieth centuries.

Character-Defining Features:

1. Clapboard or brick exterior cladding
2. Front or side-gambrel roofs
3. Full-width recessed or projecting porches
4. Simple building forms
5. One to two stories in height
6. Wide roof dormers with shed roofs

7. Multi-paned double-hung sash windows
8. Fixed shutters
9. Paneled wood doors (occasionally with sidelights, transom light, or fanlight)

Discussion on Existing Conditions

Based on the required site visit (Attachment No. 3), the site has been determined to be in excellent condition. All character-defining features of the Dutch Colonial Revival residence are present and well-maintained. Additionally, all site features typical of residential properties within historic districts such as front, side, and rear yards are landscaped, well-maintained, and meet current impervious surface requirements of the Pomona Zoning and Development Code.

Design Review:

The proposed project consists of the construction of a new, detached two-story accessory dwelling structure at the rear of the property. The new structure will match the Dutch Colonial Revival architectural style of the existing historic resource by incorporating several character-defining features including a gambrel roof, hipped dormers, window style and materials, siding types and dimensions, and architecturally appropriate garage doors and lighting fixtures. All features on the primary resource will remain intact as the primary structure is not a part of the proposed project.

SECRETARY OF THE INTERIOR'S STANDARDS FOR THE TREATMENT OF HISTORIC PROPERTIES.

The Historic Preservation Ordinance provides that the Commission be guided by the latest Rehabilitation Standards contained in the Secretary of the Interior's Standards for the Treatment of Historic Properties. Staff reviewed the project for compliance with the applicable standards below:

1. *A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.*

The use of the property will not change; the single-family home will remain unaltered. The detached structure will function as a garage and loft for the existing dwelling, therefore, maintain the property use as residential.

2. *The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.*

The historic character of the property will be retained and preserved as the new detached garage and loft will continue all the character-defining features of the Dutch Colonial Revival architecture style to be appropriate for the period and the neighborhood.

3. *Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

The proposed structure has been designed to appropriately match the architectural of the historic resource on the site and no conjectural features or elements have been incorporated into the design of the accessory structure.

4. *Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

This standard does not apply as there are no changes on the property that have acquired historic significance in their own right.

5. *Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.*

The character-defining features of the Dutch Colonial Revival will be maintained as no alterations will be made to the existing historic resources on the site. Furthermore, the distinctive features of the historic resource have been incorporated into the proposed accessory structure.

6. *Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

This standard does not apply as the proposed structure is located way from the designated historic resource on an open area of the rear yard.

7. *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

This standard does not apply as no treatments are proposed to the designated historic resource.

8. *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

This standard does not apply as no archaeological resources are identified on the site.

9. *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

The proposed structure is sufficiently detached from the existing historic resource and has been designed to significantly match the architecture of the resource while also including a scale capable of identifying the structure as an accessory to the primary dwelling on the site.

10. *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

The proposed accessory structure is significantly detached from the designated historic structure that if removed, will not impact the form and integrity of the historic property.

Required Findings:

The findings required in Section 1190.D.4 of the Pomona Zoning and Development Code for a Certificate of Appropriateness are contained in the attached resolution (Attachment No. 1).

Conclusion:

Staff concludes that the proposed two-story accessory structure is appropriate to the historic resource and the district as the structure is significantly set back from both the right-of-way and existing dwelling unit, has been designed to match all character-defining features present on the Dutch Colonial Revival home, and will be serviced by an existing curb-cut and on-site driveway.

Environmental Review:

Staff has determined that this project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15331, Class 31 – Historical Resource Restoration and Rehabilitation and Section 15301, Class 1 – Existing Structures of the California CEQA Guidelines in that the project consists of minor alterations to the existing site with no alterations to existing historic resources, and is consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties.

Conditions of Approval:

The Conditions of Approval are contained in the attached resolution (Attachment No. 1).

Attachments:

1. Historic Preservation Commission Resolution No. 26-026
2. Project Plans
3. Site Photographs
4. Lincoln Park Historic District Survey Form
5. Notice of Public Hearing