



**Action Minutes
Historic Preservation Commission
September 3, 2019 at 6:00 p.m.**

**Regular Public Meeting
George Ellery Hale Building – Hearing Room
175 North Garfield Avenue (Entrance on Ramona Street)**

**For a complete and detailed recap of the meeting, please log to:
<https://ww5.cityofpasadena.net/commissions/commission-meetings-archived-recordings/>**

1. **ROLL CALL** – Chair Elfarra called the meeting to order at 6:00 p.m.

Present: Commissioners Potter, T. Miller, D. Miller, Kranwinkle, De La Cruz, Mueller, and Elfarra
Absent: Commissioner Arbogast (excused); Menchaca (unexcused)
Staff: Amanda Landry and Rodrigo Pelayo
2. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA** - None
3. **APPROVAL OF AGENDA ORDER** – The content and order of the agenda was approved.
4. **APPROVAL OF MINUTES** – Moved and seconded by Commissioner De La Cruz and D. Miller to approve the August 20, 2019 minutes. No opposition, minutes were approved.
5. **PUBLIC HEARING**

- A. **CERTIFICATE OF APPROPRIATENESS: 897 N. Summit Ave. (Council District 3)**
The reconfiguration of a front door entrance of an existing single family residence.

Commission Comments:

- After removal of the existing wood siding, the wall framing shall be inspected for any visible evidence of the original door configuration. If substantial evidence is found, the design of the entryway shall be revised to reflect a restoration of the original opening to replicate the original design as closely as possible, subject to staff review and approval.
- The corner board of the projecting bay window shall be protected in place or removed and reinstalled after the opening is infilled in order to maintain its original appearance.
- This project will be subject to a framing and final site inspection and sign-off by staff of the Design & Historic Preservation section to ensure that the work plan undertaken, as described above, is as indicated and specified in the decision letter and that all work is performed consistent with the approved plans and the Guidelines for Historic Districts.

Public Comment/Speakers: Stacey R. Strickler

Motion

Moved and seconded by Commissioners Potter and D. Miller to approve the Certificate of Appropriateness for the restoration of the front entrance of the historic resource subject to the following conditions, which shall be subject to staff review and approval prior to issuance of a building or zoning permit

AYES: Commissioners Potter, T. Miller, D. Miller, Kranwinkle, De La Cruz, Mueller, and Elfarra
NOES: None
ABSENT: Arbogast (excused); Menchaca (unexcused)
ABSTAIN: None
APPROVED: 7-0-0

B. LANDMARK DESIGNATION: 980 S. Los Robles Ave. (Council District 7) – Item continued until the September 17th, 2019 meeting.

Motion

Moved and seconded by Commissioners D. Miller and De La Cruz to move item to September 17th, 2019 meeting.

AYES: Commissioners Potter, T. Miller, D. Miller, Kranwinkle, De La Cruz, Mueller, and Elfarra
NOES: None
ABSENT: Arbogast (excused); Menchaca (unexcused)
ABSTAIN: None
APPROVED: 7-0-0

6. ACTION ITEM

A. Selection of a Design Commission Representative.

Motion

Moved and seconded by Commissioners D. Miller and De La Cruz to continue item to September 17th, 2019 meeting.

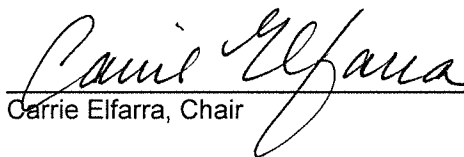
AYES: Commissioners Potter, T. Miller, D. Miller, Kranwinkle, De La Cruz, Mueller, and Elfarra
NOES: None
ABSENT: Arbogast (excused); Menchaca (unexcused)
ABSTAIN: None
APPROVED: 7-0-0

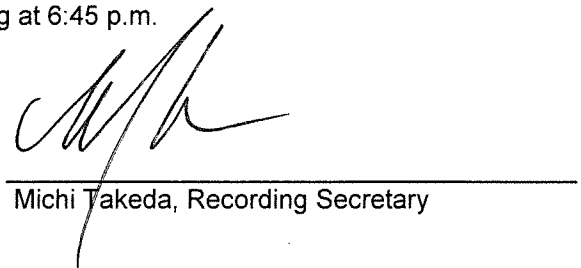
7. COMMENTS AND REPORTS FROM STAFF

8. COMMENTS AND REPORTS FROM COMMISSIONERS

9. COMMENTS AND REPORTS FROM COMMITTEES – No reports.

10. ADJOURNMENT – Chair Elfarra adjourned the meeting at 6:45 p.m.


Carrie Elfarra, Chair


Michi Takeda, Recording Secretary