



**SPECIAL MEETING  
HISTORIC PRESERVATION COMMISSION MEETING  
TUESDAY, DECEMBER 1, 2020  
3:00 P.M.**

**MEMBERS**

Carrie Chasteen-Elfarra, Chair, At Large  
Phyllis Mueller, Vice-Chair Rep., District 6  
Carol Potter, Rep., District 1  
Tina Miller, Rep., District 2  
Susan Kranwinkle, Rep., District 3  
John Arbogast, Rep., District 4  
Denver Miller, Rep., District 5  
Alejandro Menchaca, Rep., District 7  
Juan De La Cruz, Mayor

**STAFF**

Leon White, Principal Planner  
Kevin Johnson, Senior Planner  
Edwar Sissi, Assistant Planner

Historic Preservation Commission meetings are held on the 1<sup>st</sup> & 3<sup>rd</sup> Tuesday of each month.

Agendas and related documents are available for public review on the City website at:  
<https://www.cityofpasadena.net/commissions/historic-preservation-commission/>

*To request meeting materials in alternative formats or other disability-related modifications or accommodations necessary to facilitate meeting participation, please contact Michi Takeda as soon as possible at (626) 744-7135 or [mtakeda@cityofpasadena.net](mailto:mtakeda@cityofpasadena.net). Providing at least 72-hour advance notice will help ensure availability.*

*Language translation services may also be requested with 72-hour advance notice by calling (626) 744-7135. Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7135 al por lo menos con 24 horas de anticipación.*

## **PUBLIC PARTICIPATION**

PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE FOLLOWING MEETING WILL TAKE PLACE ***SOLELY BY TELECONFERENCE/VIDEOCONFERENCE***.

MEMBERS OF THE PUBLIC MAY PARTICIPATE ELECTRONICALLY IN THE OPEN SESSION PORTION OF THE MEETING.

ACCESS TO THE MEETING IS AS FOLLOWS:

**Video Conference:** <https://us02web.zoom.us/j/83699022336>

**OR**

**Phone:** 1 (669) 900-6833 - **Webinar ID:** [836 9902 2336](https://us02web.zoom.us/j/83699022336)

### **PUBLIC COMMENT INSTRUCTIONS**

If you wish to provide comment you may do so as follows:

**1. ADVANCE CORRESPONDENCE, TO BECOME PART OF THE RECORD:**

Submit public comment of any length to [mtakeda@cityofpasadena.net](mailto:mtakeda@cityofpasadena.net) prior to the meeting day. Please be aware that, while these comments will be provided to the members of the body and will become part of the meeting record, they will not be read aloud.

**2. COMMENTS TO BE READ ALOUD AT THE MEETING:**

At the start of the meeting you may submit public comment of up to 200 words regarding items on the agenda to: [www.cityofpasadena.net/planning/public-comment](http://www.cityofpasadena.net/planning/public-comment). The body reserves the right to summarize comments if necessary for the orderly and timely flow of the meeting. All comments in their entirety will become part of the meeting record. Comments will not be accepted after the public comment period has closed.

Public comments will be limited to matters on this agenda.

If you need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act because you are unable to participate electronically as set forth above, please contact the Planning Department as soon as possible at (626) 744-7135 or [mtakeda@cityofpasadena.net](mailto:mtakeda@cityofpasadena.net).



**AGENDA  
SPECIAL MEETING  
HISTORIC PRESERVATION COMMISSION  
TUESDAY, DECEMBER 1, 2020  
3:00 P.M.**

**1. ROLL CALL**

**2. APPROVAL OF MINUTES**

- A. July 21, 2020
- B. August 18, 2020

**3. LANDMARK DESIGNATION**

**A. 840-842 N FAIR OAKS AVE (COUNCIL DISTRICT 3)**

The applicant is proposing to designate two structures on the site as a landmark, the Doane House and the Pinney House.

It is recommended that the Historic Preservation Commission:

1. Find that the designation of a historic resource is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15308, Class 8 pertaining to Actions by Regulatory Agencies for Protection of the Environment such as designation of historic resources;
2. Recommend that the City Council approve the designation of the Doane and Pinney Houses at 840-842 N. Fair Oaks Avenue as a landmark.

(Case Planner: Kevin Johnson)  
Owner/Applicant: MBC Enterprises, LLC

**4. CERTIFICATE OF APPROPRIATENESS**

**A. 231 GLEN SUMMER RD – (COUNCIL DISTRICT 6)**

To allow the applicant to create a new window opening on the front elevation of the house.

It is recommended that the Historic Preservation Commission:

1. Find that the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1, of the CEQA guidelines pertaining to existing facilities such as an existing single-family dwelling, and that there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances;
  
2. Approve the Certificate of Appropriateness for a new window opening at the front elevation, as illustrated in Attachment A, subject to staff recommended conditions of approval.

(Planner: Edwar Sissi)  
Applicant: Iris Ferraz dos Santos  
Architect: Susan Masterman Architects

**5. COMMENTS AND REPORT FROM STAFF**

**6. COMMENTS AND REPORTS FROM COMMISSIONERS**

**7. COMMENTS AND REPORTS FROM COMMITTEES**

**A. SELECTION OF NEW OFFICERS FOR COMMITTEES**

**8. ADJOURNMENT**

POSTING STATEMENT: I HEREBY CERTIFY that this Agenda, in its entirety was posted on the City Council Chamber Bulletin Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 25th day of November 2020, by 5:30 p.m. The agenda will also be posted at the Hale Building, 175 N. Garfield Ave, and the agenda may be viewed at the City's website at: <http://ww5.cityofpasadena.net/commissions/historic-preservation-commission/>.



Leon White, Principal Planner



Michi Takeda, Recording Secretary