



**ACTION MINUTES  
HISTORIC PRESERVATION COMMISSION  
TUESDAY, MAY 4, 2021**

**SPECIAL PUBLIC MEETING 4:30 P.M.  
VIRTUAL MEETING**

**For a complete and detailed recap of the meeting, please log on to:**

<https://ww5.cityofpasadena.net/commissions/commission-meetings-archived-recordings/>

**1. ROLL CALL– CHAIR ELFARRA CALLED THE MEETING TO ORDER AT 4:30 P.M.**

Present: Commissioners T. Miller, D. Miller, Menchaca, Kranwinkle, De La Cruz, Arbogast, Mueller, and Elfarra

Absent: Commissioner Potter

Staff: Amanda Landry and Michi Takeda

**2. APPROVAL OF MINUTES**

Moved and seconded by Commissioner Mueller and Arbogast to approve **April 6, 2021** minutes. Commissioner Potter was absent. No opposition, minutes were approved

**3. CERTIFICATE OF APPROPRIATENESS**

**A. 1535 OAKDALE ST – (COUNCIL DISTRICT 7)  
ITEM CONTINUED FROM 4/6/21**

Front porch alterations and new front and side yard fences and gates at a contributing property to the Rose Villa-Oakdale Landmark District.

(Case Planner: A. Landry)

Applicant/Owner: Averi Wineteer

Public Comments: None

(Commission Comments on next page)

Commission Comments

- The porch cheek walls shall be reduced in height by no more than eight inches, and repaired to match the existing finish and the concrete steps and deck flooring shall be retained and preserved, or replaced in-kind
- The project shall be subject to 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.

Motion

Motion made to approve the Certificate of Appropriateness for the proposed front porch alterations subject to the modified conditions of approval recommended by staff. Moved and seconded by Commissioners Menchaca and Kranwinkle.

AYES: Commissioners T. Miller, Menchaca, Kranwinkle, De La Cruz, Arbogast, Mueller, Elfarrar and Rose Villa – Oakdale Neighborhood Representative Rahder  
NOES: Commissioner D. Miller  
ABSENT: Commissioner Potter  
ABSTAIN: None  
APPROVED: 8-1-1

**B. 231 GLEN SUMMER RD – (COUNCIL DISTRICT 6)  
ITEM CONTINUED FROM 12/1/2020**

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

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

Public Comments: Pasadena Heritage and Hilary Telford

Commission Comments:

- The new window shall have external dimensional muntins that resemble as closely as possible the profile of the muntins found on the existing windows, while still retaining a discernable level of differentiation.

(Continued to the next page)

Motion

Motion made to approve the Certificate of Appropriateness subject to staff recommended conditions of approval. Moved and seconded by Commissioners T. Miller and Kranwinkle.

AYES: Commissioners T. Miller, Menchaca, Kranwinkle, De La Cruz, Arbogast, Mueller, and Elfarra

NOES: None

ABSENT: Commissioner Potter

ABSTAIN: None

APPROVED: 8-0-1

**4. COMMENTS AND REPORT FROM STAFF**

Staff advised that the new HP Ordinance is now in effect and that several properties have already been subject to it.

**5. COMMENTS AND REPORTS FROM COMMISSIONERS - NONE**

**6. COMMENTS AND REPORTS FROM COMMITTEES - NONE**

**7. ADJOURNMENT- CHAIR ELFARRA ADJOURNED THE MEETING AT 5:45PM**



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Leon White, Principal Planner



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Michi Takeda, Recording Secretary