



**PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT**

**MEMORANDUM**

**DATE:** AUGUST 3, 2021

**TO:** HISTORIC PRESERVATION COMMISSION

**FROM:** DAVID M. REYES, DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT

**SUBJECT:** REQUEST FOR A CALL FOR REVIEW:  
CERTIFICATE OF APPROPRIATENESS  
1124 N. MAR VISTA AVENUE (ALTERATIONS TO THE FRONT PORCH, NEW SIDE YARD FENCING, NEW DRIVEWAY GATE, FRONT DOOR REPLACEMENT)

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**Background:**

On July 7, 2021, staff approved, with conditions, an application for a Certificate of Appropriateness for alterations to the front porch, new side yard fencing, a new driveway gate and alterations to the front door. On July 19, 2021, Commissioner Tina Miller initiated a request for a call for review of the decision

The purpose of a request for a call for review is to determine whether a majority of the Historic Preservation Commissioners present at the meeting agree that the decision should be formally called for review by the Historic Preservation Commission, which would allow the Historic Preservation Commission to conduct a *de novo* review of the project. A *de novo* review means that the lower decision is set aside and the entire application is reviewed as a new proposal.

Attached to this memo is a copy of the July 7, 2021 decision letter, conditions of approval, and plans that were approved by staff. No new information has been submitted by the applicant after being informed of the request for a call for review.

**Attachments:**

A: Decision Letter and Plans