

## **HISTORIC PRESERVATION COMMISSION CHAIRMAN STATEMENT**

This is the time and place set for a special meeting of the Historic Preservation Commission of the City of Pasadena. My name is CHAIRPERSON NAME and I will be serving as Chairperson for this meeting. I would now like to go over the procedures we will follow. Today's special meeting is being held in electronic format only, as authorized by Executive Order N-29-20 issued by Governor Gavin Newsom. Accordingly, the procedures for this meeting will be different than usual and will take into account that electronic only format.

After this statement, Principal Planner Leon White will introduce the other staff members. For public hearings and action items, the staff will present their recommendations. After the staff's presentation, the commission will ask questions of staff. Following staff comments I will invite the applicant to present their project according to the time limits outlined by Leon White. I will then ask staff to read aloud any public comments that may have been submitted pursuant to the process outlined on the public agenda. After public comment is complete, I will close the public hearing, discuss the merits of the recommendation, and make a decision.

Any decisions made today can be appealed or called for review up to 5:00 PM on **Monday, May 3rd**. Absent any appeals or calls for review, the effective date for these decisions will be **Tuesday, May 4th**. With that, I would like to turn our attention to Leon White.