

**CITY OF PASADENA HISTORIC PRESERVATION COMMISSION  
ANNUAL REPORT: July 1, 2020 – June 30, 2021**

***Year End Report of Accomplishments: June 30, 2021***

**MISSION** (as stated in Pasadena Municipal Code §2.75.025):

The purpose of the Historic Preservation Commission is to:

- (a) implement the historic preservation goals, policies and programs of the Comprehensive General Plan;
- (b) protect, enhance and perpetuate historic resources that represent or reflect distinctive and important elements of the City's cultural, social, economic, political, archaeological and architectural history;
- (c) stabilize and improve property values, and enhance the visual and aesthetic character and environmental amenities of the city's historic areas;
- (d) recognize the city's historic resources as economic assets;
- (e) provide educational programs to promote and encourage restoration, rehabilitation and maintenance of existing historic resources for the culture, education, enjoyment and economic welfare of the city's residents and visitors, and to conserve reusable material and energy resources;
- (f) foster civic pride in the beauty and noble accomplishments of the past by promoting private stewardship of historic resources that represent these accomplishments;
- (g) promote the city as a destination for tourists and as a desirable location for business;
- (h) ensure that the rights of the owners of historic resources and owners of properties adjacent to historic resources are safeguarded;
- (i) fulfill the city's responsibilities as a Certified Local Government under federal preservation laws; and
- (j) fulfill the city's responsibilities for federal Section 106 reviews and for the California Environmental Quality Act.

**OBJECTIVES IN 2020-2021 WORK PLAN AND  
ACCOMPLISHMENTS BY COMMISSION:**

- I. Continue **Historic Preservation Awards Program** as part of National Historic Preservation Month. Review and update award criteria.

*STATUS:* ON-GOING. The Commission postponed its annual awards program indefinitely due to the unprecedented COVID-19 health crisis and associated limits on public gatherings. Staff anticipates the awards to resume in the coming year.

- II. **Certified Local Government (CLG) Grant.** Receive and review periodic updates from staff on CLG-funded projects. Review options and recommend to staff and City Council topics for CLG grant applications.

*STATUS:* ONGOING. The current staff work plan did not include any specific CLG-funded projects. However, the City submitted a CLG Annual Report in 2021 to remain qualified and maintain an active status. The Department received a \$5,000 CLG grant which will be earmarked towards the ongoing implementation of the City's new Preservation Ordinance.

- III. Review applications for designation of **landmark districts**.

*STATUS:* NOT APPLICABLE. No applications were submitted for designation of a landmark district during the reporting period.

- IV. Review applications for designation of **individual landmarks and monuments**.

*STATUS:* COMPLETED: The Commission held hearings for the following six Landmark Designations and referred them to City Council with its recommendations:

- 1500 N. Los Robles Avenue
- 1031 San Pasqual Street
- 1145 Arden Road (Historic Monument)
- 989 S. El Molino Avenue
- 840-842 N. Fair Oaks Avenue
- 371 Patrician Way

- V. Review applications for **Certificate of Appropriateness**, Relief from the Replacement Building Permit Requirement, advisory reviews of Environmental Impact Reports affecting historic resources, City-sponsored projects, Master Development Plans, Adjustment Permits, and nominations of local resources to the California Register of Historical Resources and the National Register of Historic Places.

*STATUS:* COMPLETED by the Commission:

- Certificates of Appropriateness for demolition: **0**
- Certificates of Appropriateness for alteration/addition: **4**
- Certificates of Appropriateness for relocation: **0**

- Miscellaneous decisions: **0**
- Advisory reviews of Environmental Impact Reports affecting historic resources, of City sponsored projects, Master Development Plans, and Adjustment Permits and projects requiring both Certificate of Appropriateness and Design Review: **1 (Colorado Street Bridge)**
- Relief from Replacement Building Permit Requirement: **0**
- Advisory reviews of nominations to National Register: **1 (Pasadena Avenue Historic District)**

**VI. Historic Property Contract Program (Mills Act).** Receive and comment on progress reports from staff.

*STATUS:* **COMPLETED.** Staff completed a more thorough review of the Mills Act Program. Fifteen (15) applications were received during this year's reporting period and their approvals are currently pending. Currently, the City has 341 properties enrolled in the program that was initiated in 2003. Staff also reviewed contracts from prior years to ensure properties were in good standing with the approved work programs.

**VII. Support:** Encourage and support new landmark districts and individual landmark designations (or listings in the National Register) and review nominations for new National Register listings.

*STATUS:* **COMPLETED.** The Commission recommended six individual landmark properties to City Council.

The Commission provided City Council with advisory comments of the Pasadena Avenue Historic District for the State Historic Preservation Officer which has since been listed on the National Register of Historic Places.

**VIII. Training:** Each Commissioner shall receive 2-5 hours of training applicable to their work. As part of training and education efforts, the Commission shall continue to meet with the neighborhood representatives of the City's landmark districts and coordinate tours of the districts to remain current of any ongoing preservations issues.

*STATUS:* **NOT COMPLETED.** Not all of the Commissioners were able to complete training applicable to their work because there were fewer opportunities as a result of the ongoing COVID -19 health crisis. In addition, group activities such as walking tours of the historic and landmark districts, were postponed as a result of the ongoing health crisis.

**IX. Volunteerism:** Seek opportunities to assist DHP staff by volunteering for work projects outside of regular meetings.

*STATUS:* **NOT COMPLETED.** Commissioners typically provide additional assistance to staff by serving on subcommittees for staff-initiated programs including the Historic Preservation Awards. However, these programs, including the Historic Preservation Awards program, were

postponed due to the ongoing COVID-19 health crisis and there were no project opportunities in which they could participate.

- X.** Review amendments to the City's historic preservation ordinance in order to establish enhanced regulations to better facilitate the preservation of eligible resources.

*STATUS:* *COMPLETED.* The Commission conducted advisory reviews and made a formal recommendation to City Council on the revised Historic Preservation Ordinance, which was formally adopted in March and fully implemented in April 2021.

**CITY OF PASADENA HISTORIC PRESERVATION COMMISSION  
WORK PLAN: July 1, 2021 - June 30, 2022**

**OBJECTIVES:**

- I. Continue **Historic Preservation Awards Program** as part of National Historic Preservation Month.
- II. **Certified Local Government (CLG) Grant.** Review options and recommend to staff topics for a CLG grant application.
- III. Review applications for designation of **landmark districts**.
- IV. Review applications for designation of individual **landmarks and monuments**.
- V. Review applications for **Certificate of Appropriateness**; Relief from the Replacement Building Permit Requirement; advisory reviews of Environmental Impact Reports affecting historic resources, city-sponsored projects, Master Development Plans, Adjustment Permits, and projects requiring both Certificate of Appropriateness and Design Review; and nominations of local resources to the California Register of Historical Resources and the National Register of Historic Places.
- VI. **Historic Property Contract Program (Mills Act).** Receive and comment on progress reports from staff.
- VII. **Support:** Encourage and support new landmark districts and individual landmark designations (or listings in the National Register) and review nominations for new National Register listings.
- VIII. **Training:** Each Commissioner shall receive 2-5 hours of training applicable to their work. As part of training and education efforts, the Commission shall continue to meet with the neighborhood representatives of the City's landmark districts and coordinate tours of the districts to remain current of any ongoing preservations issues.
- IX. **Volunteerism:** Seek opportunities to assist DHP staff by volunteering for work projects outside of regular meetings.
- X. Conduct one-year review of the City's revised historic preservation ordinance prior to reporting to City Council and recommend any necessary changes or clarifications to address any issues that have arisen as a result of the implementation of the ordinance.

**Historic Preservation Commission  
MEETING ATTENDANCE RECORD  
July 2020 - June 2021**

MEMBERS	07/07/2020 CAN	07/21/2020 SPEC	08/4/2020 SPEC	08/18/2020 SPEC	09/01/2020 CAN	09/15/2020 CAN	10/06/2020 CAN	10/20/2020 CAN	11/03/2020 CAN	11/17/2020 CAN	12/01/2020 SPEC	12/15/2020 CAN	01/05/2021 CAN	01/19/2021 CAN	02/02/2021 SPEC	02/16/2021 CAN	03/02/2021 SPEC	03/16/2021 CAN	04/06/2021 SPEC	04/20/2021 SPEC	05/04/2021 SPEC	05/18/2021 CAN	06/01/2021 CAN	06/15/2021 SPEC	TOTAL MEETINGS ATTENDED	ATTENDANCE RECORD PERCENTAGE
<b>COMMISSION MEMBERS</b>																										
CARRIE CHASTEEN-ELFARRA (AT LARGE)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	P	P	P	XX	XX	P	10	100%
CAROL POTTER (DISTRICT 1)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	P	P	A	XX	XX	P	9	90%
JOHN ARBOGAST (DISTRICT 4)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	P	P	P	XX	XX	P	10	100%
JUAN DE LA CRUZ (MAYOR)	CO-19	P	P	U	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	P	P	P	XX	XX	P	9	90%
SUSAN KRANWINKLE (DISTRICT 3)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	P	P	P	XX	XX	U	9	90%
ALEJANDRO MENCHACA (DISTRICT 7)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	A	P	P	XX	XX	P	9	90%
DENVER MILLER (DISTRICT 5)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	P	P	P	XX	XX	P	10	100%
TINA MILLER (DISTRICT 2)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	A	P	P	XX	XX	U	8	80%
PHYLLIS MUELLER (DISTRICT 6)	CO-19	P	P	P	XX	XX	XX	XX	XX	XX	P	XX	XX	XX	P	XX	P	XX	P	P	P	XX	XX	P	10	100%
<b>LANDMARK DISTRICT REPRESENTATIVE</b>																										
Kenneth Ayala Crawford's Vista	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
VACANT Washington Square	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
Helen Rahder Rose Villa/Oakdale	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX	P		P	XX				
Carla St Romain Pasadena Heights N.	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
Fred Pickel Garfield Heights	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
Carol A. Polanskey Bungalow Heaven	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
Frangskou Yiorgos Banbury Oaks	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
Barbara Lamprecht Orange Heights	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
John Miller Prospect	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
Steven Sunshine Madison/South Oakland	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				
VACANT Historic Highlands	CO-19				XX	XX	XX	XX	XX	XX		XX	XX	XX		XX		XX				XX				

LEGEND

P - PRESENT
A - EXCUSED ABSENCE
U - UNEXCUSED ABSENCE
XX - CANCELED MEETING