

**CITY OF SAN GABRIEL
HISTORIC PRESERVATION AND CULTURAL RESOURCE
COMMISSION (HPC)**

SPECIAL MEETING

WEDNESDAY, AUGUST 14, 2019 – 6:30 P.M.

**City Hall Council Chamber
425 South Mission Drive,
San Gabriel, California 91776**

Senya Lubisich
Chair

Mark Juarez
Vice-Chair

Angela Acosta
Commissioner

Beatriz Mojarro
Commissioner

Eric Weeks
Commissioner



Arminé Chaparyan
Assistant City Manager /
Community Development
Director

Tracy Steinkruger
Planning Manager

Lloyd Pilchen
City Attorney

Materials Available for Inspection. The Community Development Department has on file copies of written documentation relating to each item of business on this Agenda available for public inspection. You may also view agenda items online at www.sangabrielcity.com. Materials related to an item on this agenda, submitted to the HPC after distribution of the Agenda packet, are available for public inspection at the meeting or in the Community Development Department, located at City Hall, 425 South Mission Drive, San Gabriel, California, during regular office hours, Monday through Friday 8:00 a.m. to 5:00 p.m.

Persons with Disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Community Development Department at (626) 308-2806 at least 48 hours before the meeting, if possible.

Questions About This Agenda? Should any person have a question concerning any of the above agenda items prior to the meeting, please contact the Community Development Department in person or by telephone at (626) 308-2806 during regular office hours.

NOTE: CITY HALL IS AN ACCESSIBLE FACILITY PER THE AMERICANS WITH DISABILITIES ACT. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such a request to the Community Development Department at (626) 308-2806 at least 48 hours before the meeting, if possible.

**HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION (HPC)
SPECIAL MEETING**

AGENDA – AUGUST 14, 2019

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL – COMMISSION**

1. PUBLIC COMMENT

This is the time set aside for members of the public to address the HPC on items of interest that are not on the agenda, but are within the subject matter jurisdiction of the HPC. Pursuant to the Brown Act, the HPC cannot answer any questions or take any action until such time as the matter may appear as an item on a future agenda.

2. APPROVAL OF MINUTES

Minutes from the December 12, 2018 HPC meeting.
Minutes from the March 13, 2019 HPC meeting.
Minutes from the April 17, 2019 HPC meeting.
Minutes from the June 12, 2019 HPC meeting.

3. HISTORIC PRESERVATION COMMISSION ROLES AND RESPONSIBILITIES

Staff will brief the Commission on an upcoming City Council agenda item related to the roles and responsibilities of the Historic Preservation Commission. This item will be presented to the City Council at their August 20, 2019 meeting.

4. SUBCOMMITTEE UPDATES

At the June 12, 2019 meeting, subcommittees were formed to work on local designation opportunities and for the preparation of the Certified Local Government application for the City of San Gabriel. This item will provide opportunities for the subcommittees to report on progress and next steps.

5. HISTORIC PROPERTY DESIGNATION UPDATE

Staff will provide information to the Commission regarding a potential listing on the City of San Gabriel Historic register.

6. HISTORICAL CONTEXT REPORT

Staff will provide an update on the Historic Context Report Request for Proposals (RFP).

7. MEETING SCHEDULE

During the approval of the Rules of Order, the City Council determine that the meetings of the HPC shall be held on the second Wednesday of March, June, September, and December at 6:30 P.M. It also states that members shall meet on a quarterly basis at minimum or on a monthly basis as determined by the Community Development Director. Staff and the Commission will discuss future meetings dates, meeting times, and meeting location.

8. FUTURE AGENDA ITEMS

Staff and the Commission will discuss future agenda items.

9. COMMENTS FROM THE PLANNING MANAGER

The Planning Manager may address the Commission and public on matters of general information and/or concern.

10. COMMISSIONER COMMENTS AND CONFERENCE/MEETING REPORTS

Each Commissioner may address the HPC and public on matters of general information and/or concern. This is also the time for Commissioners to report on conferences and/or meetings they have attended.

11. ADJOURN HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION MEETING

TO THE REGULAR MEETING OF THE HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION ON SEPTEMBER 11, 2019 AT 6:30 PM AT CITY HALL, 425 SOUTH MISSION DRIVE, 2ND FLOOR, COUNCIL CHAMBERS.

CITY OF SAN GABRIEL
MINUTES OF THE HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION
WEDNESDAY, DECEMBER 12, 2018

- **CALL TO ORDER**

The Historic Preservation and Cultural Resource Commission meeting was called to order at 6:30 p.m. on December 12, 2018, in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California, 91776.

- **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Planning Manager Steinkruger.

- **ROLL CALL**

Present: Commissioner Lubisich, Commissioner Juarez, Commissioner Acosta, Commissioner Mojarro and Commissioner Weeks

Staff in attendance included Assistant City Manager/Community Development Director Chaparyan, Planning Manager Steinkruger, City Attorney Pilchen, Senior Planner Chang and Commission Secretary Louie.

- 1. INTRODUCTION AND WELCOME**

Assistant City Manager/Community Development Director Chaparyan welcomed the Commissioners.

- 2. INTRODUCTION OF STAFF**

Tracy Steinkruger, Planning Manager
Lloyd Pilchen, City Attorney Representative
Matt Chang, Senior Planner
Jaden Louie, Administrative Assistant II

- 3. INTRODUCTION OF COMMISSION MEMBERS**

Angela Acosta, Commissioner
Mark Juarez, Commissioner
Senya Lubisich, Commissioner

Beatriz Mojarro, Commissioner
Eric Weeks, Commissioner

4. SELECTION OF CHAIR

Nominated Senya Lubisich with 5 - ayes, 0 - noes

5. SELECTION OF VICE-CHAIR

Nominated Mark Juarez with 5 - ayes, 0 - noes

6. PUBLIC COMMENT

Pam Petievich from 551 Twin Palms Drive was looking forward to the start of this Commission.

7. OVERVIEW OF BROWN ACT AND OTHER LEGAL CONSIDERATIONS

City Attorney Pilchen presented this overview.

8. MEETING SCHEDULE

Regular meeting is 6:30 p.m. on the second Wednesday of March, June, September, and December or on a monthly basis as needed determined by the Community Development Director.

9. FUTURE COMMISSION TRAINING OPPORTUNITIES

Planning Manager Steinkruger stated that the consultant prepared the Historic Preservation Ordinance will possibly be available in January to provide the ordinance training. In March, an environmental consultant will come and provide training on California Environmental Quality Act (CEQA).

10. FUTURE AGENDA ITEMS

- Historical Context Report budget and RFP (Request for Proposal)
- Training on Historic Preservation Ordinance
- Training on CEQA
- Goal Setting

11. COMMENTS FROM THE PLANNING MANAGER

None

12. COMMISSIONER COMMENTS AND CONFERENCE/MEETING REPORTS

None

13. ADJOURN HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION MEETING

To a special meeting on Wednesday, January 9, 2019 at City Hall, 425 S. Mission Drive, 2nd Floor, Council Chambers.

MATT CHANG, ACTING SECRETARY
HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION

SENYA LUBISICH, CHAIR
HISTORIC PRESERVAION AND CULTURAL RESOURCE COMMISSION

CITY OF SAN GABRIEL
MINUTES OF THE HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION
WEDNESDAY, MARCH 13, 2019

• **CALL TO ORDER**

The Historic Preservation and Cultural Resource Commission meeting was called to order at 6:35 p.m. on March 13, 2019, in the Conference Room A, 425 South Mission Drive, San Gabriel, California, 91776.

• **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Planning Manager Steinkruger.

• **ROLL CALL**

Present: Chair Lubisich, Commissioner Acosta, Commissioner Mojarro and Commissioner Weeks

Absent: Vice-Chair Juarez

Staff in attendance included Planning Manager Steinkruger, Senior Planner Chang and Commission Secretary Louie.

1. PUBLIC COMMENT

Pam Petievich from 551 Twin Palms Drive wanted the Commission to accomplish its objectives.

2. APPROVAL OF MINUTES

Planning Manager Steinkruger stated that the Commission minutes would be prepared for Commissioners' review in an increment of 3 meetings at a time at the beginning.

3. OVERVIEW OF HISTORIC PRESERVATION AND CULTURAL RESOURCE ORDINANCE

Debi Howell-Ardila (Rincon Consultants, Inc.) presented an overview of Historic Preservation Ordinance (Ordinance) and had a round table discussion on the City's

guiding policies such as General Plan, land use element, concerns about mansionization, etc. She discussed the Ordinance key components, Mills Act applications, and the type of building alterations in relation to the Ordinance.

Planning Manager Steinkruger stated the Planning Division has received many Accessory Dwelling Unit (ADU) applications. At this point, none of the submitted ADU projects has conflicted with the Ordinance.

4. MEETING SCHEDULE

The next meeting is on April 17, 2019. There will be no meeting in May and it will resume in June.

Planning Manager Steinkruger stated that the April meeting would likely include Part II of the Historic Preservation Ordinance training and California Environmental Quality Act (CEQA) training.

The items on the June meeting would likely include Commission review of environmental document for 700 S. San Gabriel Boulevard (Nursery project) relating to cultural resources and an update on preparation of the Request for Proposals (RFP) for the Historical Context Report.

5. FUTURE COMMISSION TRAINING OPPORTUNITIES

None

6. FUTURE AGENDA ITEMS

None

7. COMMENTS FROM THE PLANNING MANAGER

None

8. COMMISSIONER COMMENTS AND CONFERENCE/MEETING REPORTS

Chair Lubisich:

- Recapped case studies from the attended conference on February 15, 2019 in South Pasadena.

- Met with Chris and Nellie Tran about historical features of 264-278 South Mission Drive.
- Stated ACE project could be a good baseline project.
- Will work with Mission Playhouse to determine the building and property boundaries
- Had questions for staff regarding proposed remodels at 602 South Del Mar Avenue and 111 East Central Avenue.

9. ADJOURN HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION MEETING

To a special meeting on Wednesday, April 17, 2019 at City Hall, 425 South Mission Drive, 2nd Floor, Council Chambers.

MATT CHANG, ACTING SECRETARY
HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION

SENYA LUBISICH, CHAIR
HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION

CITY OF SAN GABRIEL
MINUTES OF THE HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION
WEDNESDAY, APRIL 17, 2019

- **CALL TO ORDER**

The Historic Preservation and Cultural Resource Commission meeting was called to order at 6:30 p.m. on April 17, 2019, in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California, 91776.

- **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Lubisich.

- **ROLL CALL**

Present: Chair Lubisich, Vice-Chair Juarez, Commissioner Acosta, Commissioner Mojarro and Commissioner Weeks

Staff in attendance included Senior Planner Chang, Assistant Planner Garibay and Commission Secretary Louie.

- 1. PUBLIC COMMENT**

None

- 2. OVERVIEW OF HISTORIC PRESERVATION AND CULTURAL RESOURCE ORDINANCE**

Chair Lubisich asked the consultant team regarding Zoning Code Section 153.619 relates to initial review and stated that any buildings 45 years or older should require further review prior to demolish the buildings.

Consultant Debi Howell-Ardila (Rincon Consultants, Inc.) provided responses.

Consultant John Dietler (SWCA Environment Consultants) gave a presentation on archaeological, paleontological and Native American resources.

Chair Lubisich requested a binder at the next meeting containing presentation materials and the Historic Preservation Ordinance.

3. HISTORICAL CONTEXT REPORT

Senior Planner Chang stated staff would provide an update on the Historic Context Report Request for Proposals (RFP) via email in the following week.

Chair Lubisich had a question for staff regarding the available budget for this item.

Senior Planner Chang stated that the City is in the middle of budget season and staff would provide an update to the Commission at the next meeting in June.

4. BOWLING ALLEY SIGN AT 201-217 SOUTH SAN GABRIEL BOULEVARD

Senior Planner Chang mentioned that there has been some discussion between City staff and the developer regarding the preservation of bowling alley sign. He would like the Commission to provide feedback and a direction to staff.

Commissioner Mojarro suggested relocating the sign if necessary. It is iconic and the City should try to preserve the sign.

Vice-Chair Juarez would like to see the sign somewhere in the city and would like staff to exploring options or contact other businesses to preserve the sign.

Commissioner Acosta agreed it is a great idea to connect with an art collector and would like staff to identify other people or business would want the sign.

Chair Lubisich would like to see the sign stay on San Gabriel Boulevard and raise it to stand out more. She stated that we lost a lot of WWII touch, it is important to mark the significance of this sign. She would like the City to explore opportunities to preserve the sign.

Commissioner Weeks stated that he talked to the owner at Jeff's Sporting Goods and the owner had a difficult time modifying the sign because of City's sign ordinances. The City should work with the owners or developers that want to preserve these iconic signs.

Senior Planner Chang stated the Zoning Code has a section for signs of special significance. The Zoning Code states that the owner of the property would need to submit an application to start the review process. Staff would email a copy of the Zoning Code section to the Commission.

Resident Mary Maldonado stated her concerns with the developments coming in and lack of respect of the signs that have been here for a long time. Without the past, San Gabriel will lose its uniqueness and the past. She stated that we have an obligation to educate the community.

Chair Lubisich stated there are certain buildings that are flagged but would like to see more buildings added to the register.

Consultant Debi Howell-Ardila stated that any property listed in the National Register and/or California Register should be automatically added to the San Gabriel Register. She would coordinate with staff to see what is on the California Register and what can be added.

5. STAFF FOLLOW-UP

At the March meeting, Chair Lubisich requested information from staff regarding construction activities at 602 South Del Mar Avenue and 111 East Central Avenue.

Senior Planner Chang stated that the 602 or 604 South Del Mar Avenue is going through tenant improvement work for a proposed office use and 111 East Central Avenue is an interior remodel to an existing single-family dwelling.

6. MEETING SCHEDULE

The next meeting is on June 12, 2019.

The tentative items on the agenda include Historical Context Report update, Mill Act, California Environmental Quality Act (CEQA) training and Ordinance training.

7. FUTURE COMMISSION TRAINING OPPORTUNITIES

None

8. FUTURE AGENDA ITEMS

Chair Lubisich would like to have clarification on the register process and start the register process at the next meeting.

9. COMMENTS FROM THE PLANNING MANAGER

None

10.COMMISSIONER COMMENTS AND CONFERENCE/MEETING REPORTS

Chair Lubisich mentioned she is waiting to hear back if the revisions are sufficient to get the Mission Playhouse on the National Registry. She would like the Commission to pay attention to Senate Bills (SB) 4 and 50. May is Preservation Month and she wonders if there are any City events related to this item.

11.ADJOURN HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION MEETING

To the regular meeting on Wednesday, June 12, 2019 at City Hall, 425 South Mission Drive, 2nd Floor, Council Chambers.

MATT CHANG, ACTING SECRETARY
HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION

SENYA LUBISICH, CHAIR
HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION

CITY OF SAN GABRIEL
MINUTES OF THE HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION
WEDNESDAY, JUNE 12, 2019

- **CALL TO ORDER**

The Historic Preservation and Cultural Resource Commission meeting was called to order at 6:30 p.m. on June 12, 2019, in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California, 91776.

- **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Lubisich.

- **ROLL CALL**

Present: Chair Lubisich, Vice-Chair Juarez, Commissioner Acosta, Commissioner Mojarro and Commissioner Weeks

Staff in attendance included Planning Manager Steinkruger and Senior Planner Chang.

1. **PUBLIC COMMENT**

None

2. **BUDGET DISCUSSION**

Planning Manager Steinkruger provided an update from City Council budget study session. \$25,000 is allocated to the Commission in the fiscal year 2019-2020.

Vice-Chair Juarez had a question regarding the hotel tax. Planning Manager Steinkruger stated that the City collects transient occupancy tax from the hotels.

3. **HISTORIC PRESERVATION COMMISSION ROLES AND RESPONSIBILITIES**

Planning Manager Steinkruger informed the Commission that there is a tentative item on the July 16, 2019 City Council agenda to discuss the Commission roles and responsibilities. She suggested using a windshield survey for single-family homes for inventory purposes.

Chair Lubisich mentioned that there was a survey done by Cal Poly students in the early 2000 that could be a valuable resource to the city. She would like the city to pursue CLG status now. It's important to review any buildings 50 years or older. She mentioned a historic review process in the city of South Pasadena.

Planning Manager Steinkruger responded that the process in South Pasadena would need a code amendment to modify the existing ordinance.

Commissioner Mojarro stated that it is important to have an inventory.

Planning Manager Steinkruger mentioned that the City does have an architectural firm serve as an architectural consultant but also for historic building evaluation.

Commissioner Acosta would like the City consultant to review the project first before the Commission review. It would be helpful to have professional assistance to determine the historical significance of buildings.

Vice-Chair Juarez had a question regarding the consultant area of expertise.

Planning Manager Steinkruger stated the staff needs professional assistance in this area and would contact the consultant to get a cost estimate to review projects.

4. HISTORIC DESIGNATION DISCUSSION

Chair Lubisich had a question regarding the nomination process. She mentioned the San Gabriel Trench project and other sites that should be a start to list those site on the local register.

Planning Manager Steinkruger explained that if the site is on the California State register, then the site is already included in the local register. As for the Mills Act application, the property owner would need to submit an application and provide additional information for staff to review.

Chair Lubisich asked the Commission to generate a list for potential locations for register.

Planning Manager suggested that a sub-committee of two Commissioners would be useful and it does not violate the Brown Act.

Commissioner Mojarro offered to join Chair Lubisich to form a sub-committee tasked with looking into the Hayes House and the Mission District.

Chair Lubisich motioned to create a sub-committee with Commissioner Mojarro.

Commissioner Mojarro seconded.

Motion carried 5-0.

5. HISTORICAL CONTEXT REPORT

Chair Lubisich asked the Request for Proposal (RFP) status.

Planning Manager Steinkruger provided information regarding the budget allocated to the Commission.

Chair Lubisich suggested the staff to reach out to the historic preservation ordinance consultant for suggestions.

6. BOWLING ALLEY SIGN UPDATE

Planning Manager Steinkruger provided an update. The bowling alley sign is with Valley Relic Museum located in the San Fernando Valley. She encouraged the Commission to visit the museum's social media site.

7. MEETING SCHEDULE

Chair Lubisich stated that she will not be available for the July meeting.

Planning Manager Steinkruger suggested the next meeting be scheduled on August 14, 2019.

8. FUTURE AGENDA ITEMS

Planning Manager Steinkruger mentioned the August 14, 2019 agenda would likely include the draft CLG application and administrative draft of various historic studies for pending development projects.

9. COMMENTS FROM THE PLANNING MANAGER

Planning Manager Steinkruger informed the Commission that the City has signed up California Preservation Foundation (CPF) membership for the Commissioners and staff.

10. COMMISSIONER COMMENTS AND CONFERENCE/MEETING REPORTS

Vice-Chair Juarez had a question for staff regarding the possibility to look into historic or cultural events.

Planning Manager Steinkruger stated the limited budget to work on projects.

Chair Lubisich mentioned the trainings she attended including a training in the Huntington Library. She encouraged the Commissioners to visit the CPF website to explore training opportunities.

11. ADJOURN HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION MEETING

To a special meeting on Wednesday, August 14, 2019 at City Hall, 425 South Mission Drive, 2nd Floor, Council Chambers.

MATT CHANG, ACTING SECRETARY
HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION

SENYA LUBISICH, CHAIR
HISTORIC PRESERVATION AND CULTURAL RESOURCE COMMISSION