

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 Chair 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. She mentioned Grapevine Park, Hayes House, and the San Gabriel Cemetery.

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

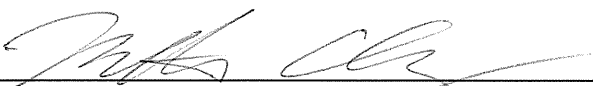
Vice-Chair Juarez had a question for staff regarding the possibility to look into historic or cultural events.

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

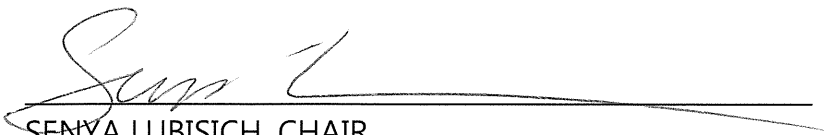
Chair Lubisich mentioned the trainings she attended including a training in the Huntington Library. She encouraged the Commissioners to visit the CPF website to explore training opportunities.

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