



***CITY of AZUSA CULTURAL & HISTORICAL PRESERVATION
COMMISSION
MINUTES***

January 15, 2019
7:00 p.m.

NOTICE: A copy of the following public hearing staff reports for the Cultural & Historical Preservation Commission projects will be available for review during regular working hours of 7:00 a.m. to 5:30 p.m., Monday - Thursday at the Planning Division. Any questions regarding any agenda item may be answered by the Planning Division at (626) 812-5017. The Cultural and Historic Preservation Commission Meeting will be held at 7:00 p.m. in the Azusa Light & Water Building at 729 N. Azusa Avenue, Azusa, California.

A) CALL TO ORDER

Manuel Muñoz, Senior Planner, called the meeting to order at 7:02 p.m.

B) PLEDGE OF ALLEGIANCE

Commissioner Pastrano led the Pledge of Allegiance.

C) ROLL CALL

Members present: PASTRANO, HEATH, RAMIREZ

Members absent: HERRERA, RUSSEK

Staff present: Manuel Muñoz, Senior Planner, Dean Flores, Assistant Planner

D) MINUTES

1. August 28, 2018

Commissioner Heath made a motion to approve the August 28, 2018 Cultural and Historic Preservation Commission Minutes. Commissioner Ramirez seconded. The item was approved with the following vote:

AYES: PASTRANO, HEATH, RAMIREZ

NOES: NONE

ABSTAIN: NONE

ABSENT: HERRERA, RUSSEK

CULTURAL & HISTORIC PRESERVATION COMMISSION MINUTES

January 15, 2019

Page 2

- E) **PUBLIC PARTICIPATION** - (Person/Group shall be allowed to speak without interruption up to five (5) minutes in compliance with applicable meeting rules. Questions to the speaker or response to questions or comments shall be handled after the speaker has completed his/her comments).

None.

F) **PUBLIC MEETING**

1. **Case No.:** HP-2018-04
Location: 900 N. Soldano Avenue
APN: 8608-017-012
Applicant: Scott Stokes

The project is proposing a Major Certificate of Appropriateness (HP-2018-04) for a 207 square-foot single-story room addition located at an existing, historic single-family residence. The property is located in the Transition District within the Azusa TOD Specific Plan.

The project is consistent with Section 15064.5 and exempt per Section 15301 of the State CEQA Guidelines (California Environmental Quality Act).

Dean Flores, Assistant Planner gave a presentation of the proposed Major Certificate of Appropriateness located at 900 N. Soldano Avenue.

Commissioner Heath opened the public hearing. After no public comments were made, Commissioner Ramirez made motion to close the public hearing. Commissioner Heath seconded.

Commissioner Heath made motion to approve Resolution No. 2019-CHPC01 for Major Certificate of Appropriateness No. HP-2018-04. Commissioner Pastrano seconded. The item was approved with the following vote:

AYES: PASTRANO, HEATH, RAMIREZ

NOES: NONE

ABSTAIN: NONE

ABSENT: HERRERA, RUSSEK

G) **OLD BUSINESS**

None.

H) **NEW BUSINESS**

1. A resolution of the Cultural & Historic Preservation Commission for the City of Azusa, setting the time and place for holding regular Cultural & Preservation Commission Meetings.

CULTURAL & HISTORIC PRESERVATION COMMISSION MINUTES

January 15, 2019

Page 3

Manuel Muñoz gave a brief summary of the Time and Place Resolution.

Commissioner Pastrano made motion to approve Resolution No. 2019-CHPC02 for Certifying the time and place for holding regular Cultural and Historic Preservation Commission meetings. Commissioner Ramirez seconded. The item was approved with the following vote:

AYES: PASTRANO, HEATH, RAMIREZ

NOES: NONE

ABSTAIN: NONE

ABSENT: HERRERA, RUSSEK

2. Approval of 2019 Cultural & Historic Preservation Commission Schedule

Commissioner Pastrano made motion to approve the 2019 Cultural and Historic Preservation Commission Schedule. Commissioner Heath seconded. The item was approved with the following vote:

AYES: PASTRANO, HEATH, RAMIREZ

NOES: NONE

ABSTAIN: NONE

ABSENT: HERRERA, RUSSEK

3. Nominate Chair and Vice-Chair for a one year term.

Commissioner Ramirez made a motion to continue the nomination of Chairperson and Vice-Chairperson of the Cultural and Historic Preservation Commission to the February 19, 2019 meeting. Commissioner Pastrano seconded. The continuance was approved with the following vote:

AYES: PASTRANO, HEATH, RAMIREZ

NOES: NONE

ABSTAIN: NONE

ABSENT: HERRERA, RUSSEK

I) **REPORTS AND COMMUNICATION**

Manuel Muñoz, Senior Planner, announced that a Request for Proposals (RFP) will be sent out by Staff in order to revamp the City's Historic Survey and update the Cultural and Historic Preservation Section of the Azusa Municipal Code.

J) **DISCUSSION ITEMS FROM THE CULTURAL & HISTORIC PRESERVATION COMMISSIONERS**

CULTURAL & HISTORIC PRESERVATION COMMISSION MINUTES

January 15, 2019

Page 4

Commissioner Heath asked about the status of the proposed townhome development at the Packing House which was discussed in the previous (August 28, 2018) meeting. Manuel Muñoz, Senior Planner, announced that the applicant will not be moving forward with the proposal. He also mentioned that Staff is looking into potential development opportunities for the site.

K) ADJOURNMENT

Manuel Muñoz, Senior Planner, adjourned the meeting at 7:22 p.m.

Except as specifically provided, public hearing items are appealable to the City Council in accordance with the provisions of the City Code.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Economic and Community Development Department - Planning Division, (626) 812-5017.

Notification 48 hours prior to the meeting will enable the City to make arrangements to ensure accessibility to this meeting. (28 CFR 35.102.104 ADA Title II).