



**CONVENE:** Chair Houston convened the Regular Meeting of the Monrovia Historic Preservation Commission on Wednesday, November 28, 2018, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Planning Division Manager Sheri Bermejo, Associate Planner Nancy Lee, and Planning Technician Vincent Gillespie.

**PLEDGE OF ALLEGIANCE:** Commissioner Bruce Carter led the pledge of allegiance.

**ROLL CALL:** In attendance were Commissioners Bruce Carter, Vicky Hansen, Sergio Jimenez, Penny Zuk, Vice-Chair Daniel Ryan, and Chair Mark Houston. Commissioner Marianne Lee was absent.

**APPROVAL OF MINUTES:** It was moved by Commissioner Bruce Carter, seconded by Commissioner Sergio Jimenez, to approve the minutes of the August 29, 2018 meeting. The motion carried on a unanimous voice vote.

It was moved by Commissioner Penny Zuk, seconded by Commissioner Daniel Ryan, to approve the minutes of the August 29, 2018 Special meeting. The motion carried on a unanimous voice vote.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:** None.

**ADMINISTRATIVE REPORTS:**

**AR-1 Certificate of Appropriateness CofA2018-0003; HL-70/MA-66; 248 Highland Place  
Walter Faustlin, Lotus Construction Group, Applicant**

Associate Planner Nancy Lee presented the staff report and answered questions of the Historic Preservation Commission.

Public Input:

1. Walter Faustlin of Lotus Construction Group, applicant, provided an overview of how the window will be fabricated and answered questions of the Commission.
2. Steve Baker, Monrovia resident s asked if the window could incorporate stained glass
3. Randy Thompson, homeowner stated that he did not want to obstruct the great view that they have into their backyard.

**Following discussion, it was moved by Commissioner Jimenez, seconded by Commissioner Hansen, to approve CofA2018-0003 as presented. The motion carried with a unanimous vote.**

**AR-2 Special Review SR2018-0015; 248 East Palm Avenue  
Mark Houston Associates, Inc., Applicant**

Chair Houston recused himself from the meeting agenda item since he was the project applicant for this item. Vice Chair Ryan led the public meeting.

Planning Technician Vincent Gillespie presented the staff report and answered questions of the Historic Preservation Commission.

Public Input:

1. Mark Houston, project architect of Mark Houston Associates, Inc., provided an overview of the project and answered questions of the Commission.

**Following discussion, the Commission agreed unanimously that the wood siding was an appropriate material for the addition. They spoke in favor of the proposed design and agreed that addition was planned appropriately and would not impact the integrity of the existing building.**

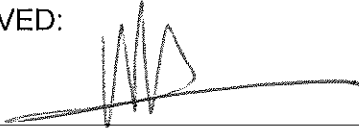
**COMMUNITY DEVELOPMENT DIRECTOR REPORT:** Planning Manager Bermejo provided an update on the 2019 Historic Preservation Commission Regular Monthly Meeting Schedule.

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:**

- Commissioner Zuk reported that the Aztec Hotel repainted their neon sign and the crack in the roof parapet appears to have increased in size.
- Commissioner Carter inquired about Mills Act contracts and inspection requirements.

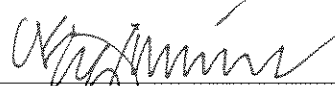
**ADJOURNMENT:** Chair Houston adjourned the meeting at 8:05 P.M.

APPROVED:



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Mark Houston, Chair  
Monrovia Historic Preservation Commission

ATTEST:



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Craig Jimenez, AICP, Secretary  
Monrovia Historic Preservation Commission