

MONROVIA HISTORIC PRESERVATION COMMISSION AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016



Jimi Hendrix
Chair

Penny Zuk
Vice-Chair

Marianne Lee
Commissioner

Sergio Jimenez
Commissioner

Nancy Burke
Commissioner

Mark Houston
Commissioner

Daniel Ryan
Commissioner

Welcome to the Monrovia Historic Preservation Commission Meeting Wednesday, March 23, 2016, 7:30 P.M.

Thank you for participating in tonight's meeting. The Historic Preservation Commission encourages public participation, and invites you to share your views on City business that falls within its purview.

MEETINGS: Regular Meetings of the Historic Preservation Commission are held quarterly on the Wednesday following the fourth Tuesday at 7:30 P.M. in the City Council Chambers.

AGENDA PACKETS: A full Historic Preservation Commission agenda packet with all backup information is available at City Hall in the Community Development Department and on the City's website at www.cityofmonrovia.org. Copies of individual Agenda Reports are available via email upon request to Becky Romine (bromine@ci.monrovia.ca.us). Documents distributed to a majority of the Historic Preservation Commission after the posting of this agenda will be available for review at the Community Development Department, 415 South Ivy Avenue, Monrovia, California and on the City's website.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all Historic Preservation Commission meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Commission. The City requests that persons addressing the Historic Preservation Commission refrain from making personal, slanderous, profane or disruptive remarks.

TO ADDRESS THE HISTORIC PRESERVATION COMMISSION: Simply approach the podium when the Chair asks for those who wish to speak, and state your name for the record. Please provide City Staff with a copy of any written materials you wish to have distributed to the Historic Preservation Commission.

MATTERS NOT ON THE AGENDA: Should be presented during the time designated as "PUBLIC INPUT." By State law, the Historic Preservation Commission may not discuss or vote on items not on the agenda.

MATTERS ON THE AGENDA: If you wish to address the Historic Preservation Commission on a matter on the agenda, please wait until the Chair opens the public hearing or calls for public comment on that matter. For public hearings and appeals, the applicant is invited to speak first, followed by those who support the project, then those who have concerns or oppose the project. The applicant is then given the opportunity to rebut.

AGENDA ITEMS: The Agenda contains the regular order of business of the Historic Preservation Commission. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the Historic Preservation Commission can be fully informed about a matter before making its decision.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Community Development Department at 932-5565. Please notify the Community Development Department at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.





AGENDA

MONROVIA HISTORIC PRESERVATION COMMISSION

Regular Meeting of the Monrovia Historic Preservation Commission
Monrovia City Hall
415 South Ivy Avenue
Wednesday, March 23, 2016

Staff reports or other written documentation relating to each proposed item of business on the Agenda presented for consideration by the Historic Preservation Commission are on file in the Community Development Department

CONVENE Chair Hendrix

PLEDGE OF ALLEGIANCE

ROLL CALL Commission Chair Hendrix, Commissioners Burke, Houston, Jimenez, Lee, Ryan, Zuk

APPROVAL OF MINUTES Unadopted Minutes of the January 27, 2016 Regular Meeting

PUBLIC INPUT

At this time, citizens who wish to speak on any City business not on the Agenda that is within the purview of the Historic Preservation Commission may approach the podium on a first come, first served basis. Please state your name for the record. By State Law, the Commission may not discuss or vote on items not on the Agenda.

PUBLIC HEARINGS

PH-1 Historic Landmark HL-137
Monrovia Santa Fe Depot – 1709 South Myrtle Avenue
Request: Designate the Monrovia Santa Fe Depot as a historic landmark.
Recommendation: Designation of the Monrovia Santa Fe Depot as Historic Landmark Number 137 to the City Council

ADMINISTRATIVE REPORTS

AR-1 Review of Noncompliant Mills Act Contract
Request: Review of Mills Act Contract that has been out of compliance with the Standards and Conditions for more than one year. This project is exempt pursuant to the California Environmental Quality Act (Ministerial Action PRC §21080(b)(1))
Recommendation: Determine the appropriate action to address noncompliant Mills Act Contract

REPORTS FROM STAFF

- Neighborhood Study Proposed Development Standards Overview

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS

- Historic Depot Subcommittee Update
- Aztec Hotel Subcommittee Update

ADJOURNMENT

NOTE: Decisions of the Historic Preservation Commission may be appealed to the City Council if filed in writing to the City Clerk within ten (10) days. (Note: Appeal Fee Required).

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 17th day of March, 2016.


Sylvia C. Alvarez, Senior Administrative Assistant



DRAFT
MINUTES OF THE REGULAR MEETING OF THE
MONROVIA HISTORIC PRESERVATION COMMISSION
HELD WEDNESDAY, JANUARY 27, 2016, 7:30 P.M.

CONVENE: Acting Chair Penny Zuk convened the Regular Meeting of the Monrovia Historic Preservation Commission of Wednesday, January 27, 2016, at 7:30 p.m. in the City Council Chambers. In attendance were Craig Jimenez, Community Development Director, and Sheri Bermejo, Planning Division Manager.

The Pledge of Allegiance was recited.

ROLL CALL: In attendance were Commissioners Burke, Houston, Jimenez, Lee, Ryan and Zuk. Chair Hendrix was excused.

APPROVAL OF MINUTES: Commissioner Lee moved to approve the minutes of the September 23, 2015, Regular Meeting, and the November 9, 2015 Special Meeting as presented and the December 16, 2015 Special Meeting with one amendment, seconded by Commissioner Jimenez. The motion passed on a voice vote.

PUBLIC INPUT: Allen Holmquist, 251 North Encinitas Avenue, gave an update on the Encinitas Historic District. He said that they are 90-95% finished with their portion of the paper work. They are now working on raising money to pay the application fee. So far they have raised \$11,153. Their goal is to turn in the application by June 1st.

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS

AR-1 Establishment of the Historic Santa Fe Depot Renovation Subcommittee

Craig Jimenez gave the report. The Commission discussed the item. Dan Ryan stated that he had been through this process before with his work on the Historic Depot in Orange. It was also recommended that James Hendrix serve on the committee because of his construction experience with historic buildings and Mark Houston because of his background as an architect.

Commissioner Lee made a motion to appoint Commissioner Houston, Commissioner Ryan and Chair Hendrix to serve on the Historic Depot Renovation subcommittee, seconded by Commissioner Jimenez and passed unanimously on a voice vote.

REPORTS FROM STAFF

Alternative Levels of Historic Designation

Craig Jimenez asked the Commission to start thinking about ways to recognize historic homes that may not meet the requirements for individual landmark status, still contribute to the neighborhood. Maybe they are not completely original but still have good bones. Commissioner Jimenez said maybe there could be a "Historic Light" designation. Commissioner Ryan asked if there could be a historic survey that identified changes that could be reversed. Commissioner Lee said there needs to be a different name than Historic Landmark that encourages people to maintain and restore their properties.

Mills Act Overview

Craig Jimenez reported that while the Mills Act contract is a very important tool in the preservation of historic homes, after 20 years the City needs to ask if the current program is sustainable. At this time there are 126 contracts and all landmarks and contributors to historic neighborhoods are eligible to apply for a contract. Could the program be used as an incentive for restoration of homes that may not qualify for landmark status.

Commissioner Ryan asked if there is a way the City can look at how much of the money saved in tax reductions has been spent on preservation. Commissioner Jimenez asked if the benefits of the program could be quantified. Commissioner Lee pointed out that there is a lot of confusion and misinformation about what a Mills Contract actually is and would like to see an education element in any future survey.

2016 Historic Preservation Work Program

Craig Jimenez gave a short overview of goals for 2016.

Craig asked the Commissioners to save the date for the upcoming 2016 MAP Conference on April 23rd. This is a wonderful event that brings everyone together to work on building a better community. He also reported that the Neighborhood Study is moving forward and the next round of meetings are beginning, with the first one being tomorrow night at the Library Community Room at 7:00 PM. The actual presentation will be available on the City's website.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS

Commissioner Ryan gave a sub-committee report on 256 North Myrtle Avenue. He stated that the 2 flat doors can be re-used and that the new gate is very complimentary.

ADJOURNMENT: 8:16 p.m.



HISTORIC PRESERVATION COMMISSION STAFF REPORT

APPLICATION: HL-137

AGENDA ITEM: PH-1

PREPARED BY: Craig Jimenez, Director
Community Development

MEETING DATE: March 23, 2016

TITLE: Historic Landmark HL-137
Monrovia Santa Fe Depot – 1709 South Myrtle Avenue

APPLICANT: City of Monrovia

REQUEST: Designate the Monrovia Santa Fe Depot as a historic landmark.

ENVIRONMENTAL DETERMINATION: (Categorical Exemption (Class 1))

BACKGROUND: Monrovia's Santa Fe Depot is arguably one of the community's most historically significant structure and local landmark designation as been discussed for many years. The building was evaluated and included in the City's 1985 Historic Resources Survey as well as Section 106 review in 2004. However, as the building was under ownership of the Los Angeles County Metropolitan Transportation Authority (Metro), pursuant to the City's Historic Preservation Ordinance, Metro would have had to consent to the application in order to proceed. As part of the foothill Gold Line Extension construction negotiations, the City received ownership of the Depot property in 2013.

Since the City now owns the building, the City Council directed staff to prepare and process an application for local historic landmark designation, pursuant to Monrovia's Historic Preservation Ordinance.

The timing on the application is apropos to the rest of the activity that is surrounding the Depot, which is located in the middle of Station Square Transit Village adjacent to Monrovia's Gold Line Station. At the end of 2015, the City Council approved a lease and improvement agreement (Agreement) with Daylight Limited, LLC for the rehabilitation and adaptive reuse of the Depot. The Agreement dedicated \$1.5 million from the City's Gold Line Construction Authority funding for the Depot's repair and upgrade. Architectural/structural plans and building elevation renderings are currently being prepared for a proposed restaurant/café concept at the Depot.

In accordance with the terms of the Agreement, the Historic Preservation Commission appointed Commissioners Hendrix, Houston, and Ryan to serve on a subcommittee to assist Staff, providing additional oversight of the rehabilitation work at the Depot. Designation of the building as a historic landmark will also ensure that changes to the building are done under the purview of the Commission through the Certificate of Appropriateness process.



ANALYSIS: The existing Depot is the third Santa Fe facility to occupy this area. In 1887, the first railroad tracks were constructed through Monrovia by the Los Angeles and San Gabriel Valley Railroad. The following year, the railroad was purchased by the Santa Fe Railroad which then used the line to complete their link between Los Angeles and points east. Santa Fe built the first depot in 1887. It was a Victorian-era design and generally in the same area as the current building.

To accommodate a growing population, that structure was demolished and replaced by a larger building in 1897 which was of a similar style. According to the Monrovia Daily News, in 1923, the local Chamber of Commerce initiated a two-year campaign to replace the 1897 depot with "...a station that would reflect more of the modern status of the city than the old-fashioned building...".

In 1925, construction began on the existing Depot which was designed by Atchison, Topeka & Santa Fe staff architect William A. Mohr. The Sumner-Sollett Company constructed the building. Built at the height of the Spanish Colonial Revival period of architecture, the building also incorporates some neoclassical elements. A full description of the building is contained on the attached DPR form. The depot was completed in 1926 at a cost of \$30,000. The Claremont Depot (also designed by Mohr) was completed in 1927 and was designed as the sister station to Monrovia's.

The Monrovia Santa Fe Depot is classified as a "combination depot". This type of station combined passenger and freight functions into a single building. The office areas were generally in the middle of the building, separating the passenger and freight functions at opposite ends of the building. This was the most common building type for providing service to southern California communities.

Monrovia's depot had interior and exterior waiting areas on the east end of the building, a ticket office in the middle with the baggage and freight room on the west end. A large unenclosed platform sits to the far west of the building.

The depot continued serving the City with a railroad office and passenger service until May 12, 1972. The building fell into gradual disrepair over the past five decades, however, as stated above, the process to rehabilitate the building has started.

Criteria

The Historic Preservation Commission must determine the applicable designation criteria for landmark status for Monrovia Santa Fe Depot. As specified by the Historic Preservation Ordinance, a property must include one or more of the applicable designation criteria. Staff has determined that the building meets four criteria which are presented for the Commission's consideration.

Criteria 1 – It is identified with persons or events significant in local, regional, state or national history.

The Depot serves as a physical record of events that shaped the City of Monrovia and its associated railroad and citrus industry. The Depot made a significant contribution to the broad patterns of Monrovia's history, specifically as an essential portal for the transportation of passengers and locally produced agricultural goods. It is Monrovia's only remaining railroad-related building.

Criteria 2 – It is representative of the work of a notable building, designer, or architect.

The building was designed by architect William A. Mohr. William A. Mohr was a staff architect for the Atchison, Topeka & Santa Fe Railway. He also designed stations in San Bernardino, Phoenix, and Claremont.

Criteria 4 – It embodies one or more distinctive characteristics of style, type, period, design, materials, detail, or craftsmanship.

The Monrovia Depot is an excellent example of the distinctive characteristics of the Spanish Colonial Revival style with Neoclassical influences, as applied to early southern California railroad stations of the 1920's.

Criteria 5 – It has a unique location or physical characteristics or represents an established and familiar visual feature of neighborhood, community, or the city.

This area has been the primary rail transportation hub in Monrovia since 1887. Its location is a very familiar and established visual feature in the City. Additionally, with the implementation of light rail service on the Metro Gold Line, the Depot is the focal point of public improvements and development in Station Square Transit Village.

DPR Form

Using the California Historical Resource Status Codes, Staff has assigned a rating code of 5S3 (appears to be individually eligible for local listing or designation through survey evaluation). If the Historic Preservation Commission determines that the building is eligible for listing for local designation and the City Council concurs, then the code will be changed to 5S1 (individual property that is listed or designated locally). The DPR form is attached for the review, comment and approval of the Commission.

Additionally, for Section 106 compliance, the property was surveyed, evaluated, and documented per Caltrans regulations in 2004. At that time, it was concluded that the property appears eligible for listing in the National Register of Historic Places, under Criteria A and C, at the local level of significance:

- Criterion A for its historic associations with regional transportation, the local citrus industry, and the City's economic growth and development.
- Criterion C for its architectural significance and association with a prominent railroad architect.

Therefore a status code of 3S (appears eligible for NR as an individual property through survey evaluation). Based on the building's eligibility for the National Register, the Monrovia Depot also appears eligible for listing on the California Register of Historical Resources.

RECOMMENDATION: Staff recommends that the Historic Preservation Commission forward a Nomination Statement to the City Council recommending that the Monrovia Santa Fe Depot be designated as a historic landmark. If the Historic Preservation Commission concurs then, following the public hearing, the appropriate action would be a motion to:

Recommend the designation of the Monrovia Santa Fe Depot as Historic Landmark Number 137 to the City Council.

PRIMARY RECORD

Primary #
HRI #
Trinomial
CHR Status Code

Other Listings
Review Code

Reviewer

Date

Page 1 of 4 *Resource Name or #: Monrovia Santa Fe Depot (HL-137)

P1 Other Identifier: Monrovia Santa Fe Depot

*P2 Location: Not for Publication Unrestricted

a. County: Los Angeles

c. Address: 1709 Myrtle Avenue City: Monrovia Zip: 91016

e. Other Locational Data: APN # 8507-003-933

P3a Description: (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)
The Monrovia Santa Fe Depot is crowned by a cross-gabled roof and is primarily one-story with a soaring two-story height central section. The architectural style of the wood-framed building is Spanish Colonial Revival with Neoclassical elements. Smooth stucco finishes the exteriors and red clay tiles cover the gabled roofs. The horizontal building plan parallels the main railroad tracks, which are south of the depot and travel in a northwest/southeast direction. The building is sited on a large, irregularly shaped lot and is surrounded by commercial and industrial uses and the platform for the Metro Gold Line.

On the building's east end is an outdoor arcaded waiting area. Centering the depot is a two-story indoor ticket office and waiting area. On the west end of the building is the baggage room and flat-roofed freight storage room. Roof elements include gently upswept cornices that create shallow eaves on the gabled elevations. Spanish Colonial Revival elements include the multi-level red tile grilles, stucco finish, arched, circular, and rectangular openings, wrought iron window grilles, and arcaded waiting area.

(Continued on Page 3)

P3b Resource Attributes: (List attributes and codes) HP17- Railroad Depot

*P4 Resources Present: Building Structure Object Site District Element of District Other

P5b Description of Photo: (view, date)

Looking northwest, 1961

P6 Date Constructed: 1925-26

Source: City permits

P7 Owner and Address:

City of Monrovia

415 S. Ivy Ave., Monrovia, CA 91016

P8 Recorded by:

Jan Ostashay, Peter Moruzzi
PCR Services Corp.
233 Wilshire Blvd.
Santa Monica, CA 90401

P9 Date Recorded: 8/26/03

P10 Survey Type:

Section 106
compliance

P5a Photograph



P11 Report Citation: Historic Property Survey Report: Monrovia Depot Rehabilitation Project

Attachments: NONE Location Map Sketch Map Continuation Sheet Building, Structure, and Object Record
 Archaeological Record District Record Linear Feature Record Milling Station Record Rock Art Record
 Artifact Record Photograph Record Other (List):

- B1 Historic Name:** Santa Fe Railroad Depot
- B2 Common Name:** Monrovia Depot
- B3 Original Use:** Railroad Depot
- B4 Present Use:** None
- B5 Architectural Style:** Spanish Colonial Revival w/Neoclassical elements

B6 Construction History (Construction date, alterations, and date of alterations)

May 21, 1925: Railroad Depot for A.T. & S. F. Railroad: Sumner-Sollett Co. contractor. Value: \$16,000
 February 23, 1962: Plumbing work.
 Removal of cast concrete and other decorative elements (date unknown)

- B7 Moved:** No **Date Moved** _____ **Original Location** _____
- B8 Related Features:** _____

B9a Architect: William H. Mohr **b. Builder:** Sumner-Sollett Company

B10 Significance: Theme: Transportation/Architecture **Area:** Monrovia

Period of Significance: 1925/26 **Property Type** Railroad Depot
 Discuss importance in terms of historical or architectural context as well as integrity.

A combination freight and passenger depot has been at the present location since 1887, one year after the railroad was first introduced into the area. The present depot building, designed by noted railway architect William H. Mohr and constructed by Sumner-Sollett Company, was completed in 1926. Mohr's previous work included stations in Oakland (1910), San Bernardino (1918), and Phoenix, Arizona (1923). Mohr's final documented Southern California Santa Fe station is the Claremont Depot dedicated in November, 1927. It is very similar in scale, massing, and architectural style to the Monrovia Depot except for distinctive cast concrete Churrigueresque elements. The Santa Fe Railway often chose Spanish Colonial Revival architecture as a visual way of communicating the region's Mediterranean connection, its' sunny climate, and architectural sophistication based on European precedents.

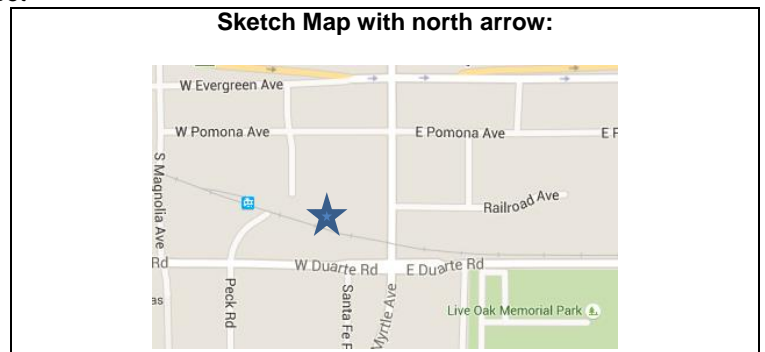
During the 19th and early 20th centuries, the fruit industry formed the economic base for the city and most of the San Gabriel Valley. Fruit packing plants were located adjacent to the railroad tracks and spurs in most valley cities, with Monrovia being no exception. After surviving the land bust of the 1890s and a decade-long drought, Monrovia's agricultural business prospered. Two large citrus enterprises, the Monrovia & Duarte Exchange and E.F. Spence's Packing House, were located on the east side of Myrtle Avenue directly across from the Monrovia Depot, which as situated on the west of the street. (Continued on page 3)

B11 Additional Resource Attributes: HP17. Railroad Depot

B12 References: DPR 523 FORM (1993)

B13 Remarks Updated 3/2016

B14 Evaluator/ Date: 8/26/03
 Jan Ostashay, Peter Moruzzi
 PCR Services Corp.
 233 Wilshire Blvd.
 Santa Monica, CA 90401



P3 Description (Continued)

The symmetrical, Neoclassical, two-story center section is characterized by ornate cast concrete decorative elements, especially on the south (trackside) façade. Here, the semicircular arched entrance is flanked by two pairs of round fluted ionic pilasters atop square classically-styled pedestals. The pilasters support a prominent entablature of the Composite order with a deeply projecting cornice. Centering the entablature directly above is a triangular pediment, also of the Composite order, supported by square pilasters. On the opposite north façade, the entrance is sheltered by a projecting arcade with a shed porch roof covered in red tiles. Semicircular arches supported by round Doric pilasters (and missing) Doric columns define the arcade space. An arched entrance beneath the arcade is flanked by tall rectangular windows. Centering the second story façade above the arcade is a large oval window with molded trim. Smaller, round windows are located on the second story east and west elevations of the central section.

The one-story east wing serves as a partially-enclosed arcaded waiting area. A side-gabled, red-tiled roof covers the space. Round, cast concrete Doric columns and pilasters flank the semicircular arched openings. Within the waiting area is a round-arched entrance. The depot's side-gabled, one-story west wing, also sheathed by red tiles, features a small projecting squared bay on the south elevation that apparently was the ticket office. An extension of the main roof covers this projection. Plywood obscures the windows, several of which have wrought iron grilles. A large, flat-arched opening centers the wing's south elevation. On the north side of the west wing, a raised segmental arched opening with original doors and hardware served as a baggage entrance. Narrow rectangular windows with wrought iron grilles are east and west of the opening.

The freight /baggage wing, which is one-story, flat-roofed, and located on the west end of the depot, is characterized by large square freight openings on the north and west elevations. Wood stairs lead to a raised concrete platform that begins on the north elevation and continues west paralleling the railroad spur that is on the south side of the platform. A wood ramp is attached to the platform's far west end. Narrow rectangular windows fronted by iron grilles are on the north and south sides of the freight/baggage wing. The name "Monrovia" in simple, iron letters adorn the west and south elevations of the freight/baggage wing below the roofline. These letters also appear on the east elevation above the arcaded outdoor waiting area.

B10 Significance (Continued)

The growth and development of Monrovia mirrored that of other citrus towns in Los Angeles, Orange, Riverside, and San Bernardino Counties. The publicity regarding agricultural income possibilities and the access provided by the railroad brought increasing numbers of settlers to Monrovia, among other towns in the "citrus belt."

With the end of World War II and the beginning of suburban expansion into the citrus groves, the Monrovia Santa Fe Depot began to see considerably less citrus freight traffic. Additionally, the development of interstate highways, air travel, and the growing dominance of the automobile significantly reduced the demand for rail transportation. This significant shift in transportation modes caused many Santa Fe stations in the area to go into decline and close. The Monrovia Santa Fe Depot did, however, continue to provide Monrovia with a modern railroad office and passenger terminal until May 12, 1972 when it permanently closed. The Monrovia Santa Fe Depot is currently abandoned and awaiting rehabilitation and will serve as the focal point of Monrovia Station Square Transit Village which also contains the transit plaza and platform for the Monrovia Station of the Metro Gold Line light rail.

The Monrovia Santa Fe Depot retains original integrity of location, design, setting, materials, workmanship, feeling, and association. The building is in poor condition with plywood covering most windows and doors. Vandals have removed much of the cast concrete Neoclassical decorative details from the south façade, including cast concrete urns and associated embellishments that flanked the pedimented window on the second story. Also missing is the wrought iron balconet that fronted the pedimented window. As noted earlier, the cast concrete columns that supported the arcaded porch on the north elevation are missing. Window frames, windows, and most original doors have been removed. Many of the original red clay roof tiles have fallen. The wrought iron Santa Fe logo that once centered the east gable peak of the arcaded waiting area is missing. The interior spaces have been mostly stripped of decorative elements although some original glazed plain and figurative tilework remain.

The Monrovia Santa Fe Depot is associated with events that have made a significant contribution to the broad patterns of Monrovia's history, specifically, as a portal for the transportation of passengers and locally produced goods. From 1926 until the middle decades of the 20th century, the Monrovia Santa Fe Depot was a vital element in the economic development of the city and surrounding region particularly as it relates to the transportation of citrus products to the rest of the nation. Additionally, the depot provided national passenger service for Monrovia residents during these years. Therefore, the building appears eligible for local listing under the Monrovia Historic Preservation Ordinance as well as listing in the National Register under Criterion A at the local level of significance.

Architecturally, the Monrovia Santa Fe Depot is an exceptional example of the distinctive characteristics of the Spanish Colonial Revival style with Neoclassical influences as applied to a railroad station in the mid-1920s. It is also the sole representative of the type in the local community. Character defining features of the building include cross-gabled roof, stucco finish, red clay roof tiles,

City of Monrovia Department of Community Development CONTINUATION SHEET (con't)	Primary # _____ HRI # _____ Trinomial _____
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two-story central section with Neoclassical decorative cast concrete elements, arched, circular and rectangular openings, wrought iron

Page 4 of 4 *Resource Name or #: Monrovia Santa Fe Depot (HL-137)

B10 Significance (Continued)

window grilles, arcade, concrete columns and pilasters, and interior glazed ceramic tiles. The physical integrity of the Monrovia Santa Fe Depot has been compromised in recent years with the loss of cast concrete decorative elements, several pilasters and columns, original roof tiles, and interior elements and decorative features. Despite these conditions, the Monrovia Santa Fe Depot remains in its original location and retains sufficient original materials, design, setting, workmanship, feeling, and association from its period of significance to be considered an excellent example of its type. Additionally, the building represents the work of a renowned railway architect, William H. Mohr, whose most notable previous building was the enormous Mission Revival style San Bernardino Station built for the Santa Fe Railway in 1918. Therefore, given the combination of the building's distinctive qualities that render it an important example of its type and the building's association with master architect William H. Mohr, the building appears to qualify for listing in the National under Criterion C at the local level.



HISTORIC PRESERVATION COMMISSION STAFF REPORT

APPLICATION: Mills Act Contract Update **AGENDA ITEM:** AR-1
PREPARED BY: Sheri Bermejo **MEETING DATE:** March 23, 2016
Planning Division Manager

SUBJECT: Review of Noncompliant Mills Act Contract

REQUEST: Review of Mills Act Contract that has been out of compliance with the Standards and Conditions for more than one year.

ENVIRONMENTAL DETERMINATION: Ministerial Action PRC §21080(b)(1)

BACKGROUND: One of the benefits afforded to property owners of locally designated historic landmarks is the Mills Act Contract. The Mills Act Contract is an agreement between the owner of a historic landmark and the City that allows the Tax Assessor to use the assessment formula established in the Mills Act for the determination of the owner's property taxes. This usually results in a substantial reduction in property taxes owed.

The idea behind the Mills Act is to encourage owners of historically significant properties to restore and maintain their properties through a reduction in their property tax bill. An important part of the contract is the Standards and Conditions which specify certain restoration tasks to be completed within the term of the contract. The Standards and Conditions also require certain reporting and maintenance requirements.

One of the set conditions is to require an update or progress report every two years for the first ten years and every five years, thereafter. As per previous direction from the Historic Preservation Commission, property owners who do not provide their required update report(s) will be placed on the agenda for review of noncompliance and possible recommendation of revocation of the contract. There is currently one contract that is more than one year delinquent in fulfilling this condition of their contract.

DISCUSSION: To provide a greater level of customer service, Staff sends courtesy reminders to all Mills Act Contract property owners. Some updates come with pictures and full descriptions of all the work they have done over the reporting period. However, there is no specified format and the update can be as simple as a letter or email addressing progress made on the conditions of approval.

As of Monday, March 14, 2016, Mills Act Contract MA-77 (263 North Encinitas Avenue) has been noncompliant for over one year. MA-77 was approved by the City Council on November 2, 2004. The ten-year update and seismic retrofit were due November 2014. The compliance issue is non-responsiveness to the requests for the contractually required update. City notifications to property owner were sent on November 6, 2014, February 22, 2016, and March 7, 2016.

As specified in the terms of the Mills Act Contract, the contract may be cancelled by the City if the owner has breached any of the conditions or covenants of the contract or has allowed the property to deteriorate to the point that it no longer meets the standards for a qualified historical property.

Not only will cancellation cease any further tax benefit, there is a hefty penalty. As specified in the contract, the fee is equal to twelve and one-half percent (12½%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement.

Staff is looking for direction on the appropriate action to take at this point. Staff has identified two options for the Commission's consideration:

1. Begin the cancellation process. If the Historic Preservation Commission determines that this is the appropriate direction, Staff recommends that a public hearing be set and noticed for the next regular meeting on May 25, 2016. After the hearing, the Commission will be asked to make a determination on the future status of the Mills Act Contract. This could be either to take no action on the noncompliance or to forward a recommendation that contract should be cancelled to the City Council.
2. Provide additional outreach to the property owner to attempt to achieve compliance on this issue. If this is the direction that the Commission wishes to pursue, Staff recommends that a commissioner volunteer to directly contact and work with the property owners to gain compliance.

RECOMMENDATION: Based on the consensus of the Historic Preservation Commission, Staff recommends a motion based on one of the two options provided.



DEPARTMENT OF COMMUNITY DEVELOPMENT

PLANNING DIVISION

DATE: MARCH 23, 2016

TO: HISTORIC PRESERVATION COMMISSIONERS

FROM: SHERI BERMEJO, PLANNING DIVISION MANAGER

SUBJECT: MILLS ACT UPDATES

As part of the conditions of Mills Act Contracts, property owners must submit a report every two years for the first ten years of their contract and then every five years thereafter, updating the progress of their conditions. Below are the properties that have provided the Planning Division with an update.

- **Mills Act Contract MA-92** **212 E Colorado Blvd** **Carvajal**
This property received City Council approval on October 17, 2006. The eight-year update indicates the owner continues to preserve the home. The home was tented and fumigated for termites in December 2014. Several property maintenance projects were completed in December 2015. The original wood on the porch and front door was refinished and a base and door leading to the basement was rebuilt.
- **Mills Act Contract MA-93** **735 W Hillcrest Blvd** **Caiello**
This property received City Council approval on October 17, 2006. The eight-year update indicates the owner has completed all of their conditions and have been keeping the house well maintained. The house is visible from the public right-of-way. A follow-up electrical safety inspection was completed in August 2015. The wiring and receptacles are properly grounded and within the city building codes. The seismic retrofit is due October 2016.
- **Mills Act Contract MA-104** **844 E Foothill Blvd** **Faire**
This property received City Council approval on December 5, 2006. The eight-year update indicates the owner has completed all the required conditions and continues to preserve the home. The seismic retrofit was completed November 4, 2015. Several property maintenance projects have been completed over the course of the last two years. These maintenance projects include roof repair to prevent leaking, subterranean termite treatment, gate repair, and paint and screen of rain gutters.
- **Mills Act Contract MA-105** **328 Highland Place** **Vesely**
This property received City Council approval on December 5, 2006. The eight-year update indicates the owners have completed repairs to the interior brick in the firebox of the Batchelder tile fireplace. The Batchelder tile remains in good condition. There have been no alterations to the house. It is visible from the public right-of-way. The seismic retrofit is due December 2016.



DEPARTMENT OF COMMUNITY DEVELOPMENT

PLANNING DIVISION

DATE: March 17, 2016
TO: Historic Preservation Commission
FROM: Craig Jimenez, Director of Community Development
SUBJECT: Neighborhood Study Update

As you are aware, the City Council adopted two moratoria in November 2014. With this, the City commenced a community wide review of existing regulations related to development and preservation in Monrovia's neighborhoods. Throughout 2015, Planning Staff has been focused on looking at options to address the concerns raised by the community related to neighborhood compatibility and historic preservation.

An overview of the issues and policy considerations were presented to the City Council last year. The City Council adopted the Policy Direction Statement which was then forwarded to the Planning Commission and the Historic Preservation Commission for additional feedback. Based on the input of the City Council, Commissions and the community, Staff has prepared potential modifications to the Municipal Code for consideration. These proposals were presented at several public outreach meetings and to the City Council in a Study Session format.

On February 16, 2016, the City Council directed Staff to move forward on the proposed options. The proposed amendment will include modifications to Title 17 (Zoning) of the Monrovia Municipal Code. This is under the purview of the Planning Commission, who serves in an advisory capacity to the City Council.

As neighborhood compatibility and preservation are not mutually exclusive, Staff will be providing an overview of the process and the proposed regulatory framework. A summary of the proposed amendments is attached for your information.

House size

- RF – Reduce maximum house size
 - 60% FAR to <35% (35% for first 20,000SF + 10% for SF over 20,000)
 - Reduce minimum house size from 2,000 SF to 1,250 SF
 - Include attached garage in maximum house size
- RE/RL – Reduce maximum house size
 - Replace table with graduated FAR (40% for the first 5,000 SF, plus 35%, for the next 5,000SF, plus 15% for SF over 10,000SF)
 - Include attached garage in maximum house size
 - Reduce minimum house size (RE) from 2,000 to 1,250 SF (habitable)
- Include vaulted ceiling as floor area. (may be addressed in Track 3)

Bulk/setback standards

- Increase front and rear setbacks based on lot depth

	RF	RE/RL	RM - RH
Front setback	Porch encroachment 7'	Porch encroachment 7'	Porch encroachment 7'
Rear setback	25% of lot depth (minimum 20')	25% of lot depth (RE) 20% of lot depth (RL) (minimum 20')	No change unless <u>zone interface</u> . RL to RM – RL setback applies RL to RH – lot closest to rear two story only
	2 nd floor requires an additional 10' from required 1 st floor.		
Side setback	No change	No change	No change

- Apply rear yard setback for zoning district interfaces (RL to RM), (RL to RH)

Building Height

- RM Zones – Maximum ridge height of 27'
- Detached garage/accessory structures height—reduce from 16' to 14' (ridge height). Add 2' setback for additional 1' height up to 16' ridge. (RF, RE, RL, RM)

Design Review

- Expand SFR design review parameters.
- Create different levels of review:
 - Single story addition/new – staff/ (DRC) design review only, subsidized fee
 - Two story addition/new or addition/modification to front – full design review, 100% cost recovery.

Garages

- Minimally Visible Garage (MVG) required if predominant block pattern (>50% of structures, 400' either side)
- MVG requirements:
 - Garage setback 20' behind front of the house.
 - Maximum driveway width in front yard setback – 14'
 - Side loading not permitted in front of the house.
 - Side loading attached garages in rear yard would be given a 400 SF bonus to maximum primary structure size (deducted from accessory allowance).