



In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely by emailing public comments to [planning@ci.monrovia.ca.us](mailto:planning@ci.monrovia.ca.us) before or during the meeting. Comments received prior to 6:00 p.m. were posted on the City's website and distributed to the Commission. Any lengthy public comments were summarized in the interest of time. All parties that provided public comment on any items were notified of the decision and the appeal process.

**CONVENE:** Acting Chair Jimenez convened the Regular Meeting of the Monrovia Historic Preservation Commission on Wednesday, September 29, 2021, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Planning Division Manager Sheri Bermejo, Senior Planner John Mayer, Planning Technician Brenda Quezada, and Planning Technician Vincent Gillespie.

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

**ROLL CALL:** In attendance were Commissioners Mark Houston, Marianne Lee, Dan Ryan, Penny Zuk, Vice-Chair Edie Ramirez, and Acting Chair Sergio Jimenez. Chair Vicky Hansen was excused. All members participated via video conference pursuant to the Governor's Executive Order N-29-20.

**APPROVAL OF MINUTES:** It was moved by Commissioner Zuk, seconded by Commissioner Ramirez to approve the minutes of the August 25, 2021 meeting. The motion carried unanimously.

**PUBLIC INPUT:** None.

**ADMINISTRATIVE REPORTS:**

**AR-1 Certificate of Appropriateness COFA2021-0003; HL-62/MA-59  
845 Wildrose Avenue, James Carne, Applicant**

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

**Following discussion, it was moved by Commissioner Zuk, seconded by Commissioner Houston, to approve COFA2021-0003. The motion carried with a 6-0 vote.**

**AR-2 Determination of Historic Significance; DPR2021-0006  
289 Valle Vista Avenue, Thomas Havel, Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Historic Preservation Commission regarding the proposed alterations and the enclosed patio.

**Following discussion, it was moved by Commissioner Zuk, seconded by Commissioner Houston, to approve DPR2021-0006. The motion carried with a 6-0 vote.**

**AR-3 Determination of Historic Significance; DPR2021-0007  
414-416 West Lime Avenue; Crystel Maalouf, Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Historic Preservation Commission.

**Following discussion, it was moved by Commissioner Zuk, seconded by Commissioner Ryan, to approve DPR2021-0007. The motion carried with a 6-0 vote.**

**AR-4 Determination of Historic Significance; DPR2021-0008  
204 Violet Avenue, Lanell Stanton, Applicant**

Planning Technician Vincent Gillespie presented the staff report and answered questions of the Historic Preservation Commission regarding proposed alterations, if the windows were original and if work in the home had already started.

Public Input:

1. Lanell Stanton, applicant spoke in favor and answered the Commission's questions.

**Following discussion, it was moved by Commissioner Houston, seconded by Commissioner Ryan, to approve DPR2021-0008. The motion carried with a 5-1 vote, with Commissioner Ramirez voting no.**

Acting Chair Jimenez stated for the record that the actions of the Historic Preservation Commission may be appealed to the City Council if filed in writing within ten days.

**COMMUNITY DEVELOPMENT DIRECTOR REPORT:** Planning Division Manager Sheri Bermejo provided a report on the following:

- Consideration of Historic Preservation Commission Policy regarding the removal of any oak tree designated as a "contributing feature" to a property that is dead, diseased and dying, or structurally unstable.

**Following discussion, it was moved by Commissioner Ryan, seconded by Commissioner Houston, to authorize the Director of Community Development to formalize and implement the Oak Tree Removal Policy. The motion carried with a 6-0 vote**

- Holiday Schedule

**REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:**

- Commissioner Zuk requested that the meeting be adjourned in memory of Travis Wesley Hansen, Chair Hansen's son.
- City Council Liaison, Mayor Tom Adams, invited the Historic Preservation Commission to the in-person Community Prayer Breakfast on November 9, 2021.

**ADJOURNMENT:** Acting Chair Jimenez adjourned the meeting in memory of Travis Wesley Hansen at 8:13 p.m.

APPROVED:

ATTEST:

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Vicky Hansen, Chair  
Monrovia Historic Preservation Commission

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Craig Jimenez, AICP, Secretary  
Monrovia Historic Preservation Commission