



CONVENE: Chair Zuk convened the Regular Meeting of the Monrovia Historic Preservation Commission on Wednesday, June 28, 2023, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Community Development Director Craig Jimenez, Senior Planner John Mayer, Assistant Planner Austin Arnold, and Assistant Planner Vincent Gillespie.

PLEDGE OF ALLEGIANCE: Commissioner Hansen led the pledge of allegiance.

ROLL CALL: In attendance were Commissioners Vicky Hansen, Mark Houston, Vice-Chair Marianne Lee, and Chair Penny Zuk. Commissioner Edie Ramirez was absent and Commissioner Tracy Rekart was excused.

APPROVAL OF MINUTES: It was moved by Commissioner Lee, seconded by Commissioner Hansen to approve the minutes of the April 26, 2023 Regular Meeting and the May 24, 2023 Special Meeting. The motion carried unanimously with a 4-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS:

**PH-1 Historic Landmark HL2023-0001
Mills Act Contract MA2023-0001
332 North Canyon Boulevard, Paul Tran and Tera M. Perez, Applicants**

Senior Planner John Mayer presented the staff report and answered questions of the Historic Preservation Commission regarding the original footprint of the structure and whether the arched windows were added to the sleeping porch.

Chair Zuk opened the public hearing.

Public Input:

1. Paul Tran and Tera M. Perez, applicants, spoke in favor of the project and answered questions of the Historic Preservation Commission.

Chair Zuk closed the public hearing.

Following discussion, it was moved by Commissioner Lee, seconded by Commissioner Houston, to recommend approval of HL2023-0001 and MA2023-0001 to the City Council as presented. The motion carried unanimously with a 4-0 vote.

ADMINISTRATIVE REPORTS:

**AR-1 Determination of Historic Significance DPR2023-0004
620 East Walnut Avenue, Jordan Browne, Applicant**

Assistant Planner Vincent Gillespie presented the staff report to the Historic Preservation Commission.

Following discussion, it was moved by Commissioner Hansen, seconded by Commissioner Houston, to approve DPR2023-0004 with a Status Code of 6Z. The motion carried unanimously with a 4-0 vote.

Community Development Director 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.

**AR-2 Special Review SR2023-0002
227 North Myrtle Avenue, Kara Plourde, Applicant**

Senior Planner John Mayer presented the staff report and answered questions of the Historic Preservation Commission regarding whether the wooden slider windows are original.

Public Input:

1. Kara Plourde, owner, spoke in favor of the project and stated that the proposed vinyl windows are not in prominent locations, and will be installed as a temporary fix to address health and safety concerns. The applicant cited that the cost savings of the vinyl would help offset the increased cost of restoration work in prominent locations of the home. She also stated that the vinyl windows will be replaced with period-appropriate wood windows at a later date.

The Historic Preservation Commission discussed various aspects of the application regarding the importance of using period-appropriate wood windows. They also deliberated as to whether fiberglass windows with a simulated wood appearance would be more suitable for a future Landmark Designation and Mills Act Contract. The Commission stated that vinyl windows are not appropriate on a Craftsman style house.

Following discussion, the Commission agreed unanimously that vinyl windows are not appropriate for the Craftsman style house, and if the vinyl window were installed, the loss of integrity in material would affect the chances of a Landmark Designation. This is an advisory review only.

COMMUNITY DEVELOPMENT DIRECTOR REPORT: Community Development Director Jimenez provided an update of the following:

- Subcommittee Updates

The Myrtle Avenue Subcommittee stated that the site visit went well. The Subcommittee expressed concerns related to the appropriateness of the installed tile work as well as the covering of trim pieces along the glass storefront. Additionally, the Subcommittee discussed the front door and exiting requirements. Staff and the Subcommittee are awaiting additional information from the applicant.

The Greystone Avenue Subcommittee stated that they met with the homeowner and toured the home. It was stated that the home is in disrepair and that the Subcommittee will focus on identifying and prioritizing restoration tasks.

- Reorganization

Following discussion, it was moved and seconded to elect Vice-Chair Marianne Lee as Chair and Commissioner Mark Houston as Vice-Chair for the 2023-2024 fiscal year. The motion carried unanimously with a 4-0 vote.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: None

ADJOURNMENT: Chair Zuk adjourned the meeting at 8:08 p.m.

APPROVED:

ATTEST:

Marianne Lee, Chair
Monrovia Historic Preservation Commission

Craig Jimenez, AICP, Secretary
Monrovia Historic Preservation Commission