



CONVENE: Chair Lee convened the Regular Meeting of the Monrovia Historic Preservation Commission on Wednesday, March 27, 2024, at 7:30 p.m. in the City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Community Development Director Craig Jimenez, Deputy Director of Community Development Sheri Bermejo, Principal Planner John Mayer, and Assistant Planner Vincent Gillespie.

PLEDGE OF ALLEGIANCE: Vice-Chair Houston led the pledge of allegiance.

ROLL CALL: In attendance were Commissioners Michael Falcone, Vicky Hansen, Jenny Ly, Brian Yamaguchi, Penny Zuk, Vice-Chair Mark Houston, and Chair Marianne Lee.

APPROVAL OF MINUTES: It was moved by Commissioner Zuk, seconded by Commissioner Falcone, to approve the minutes of the November 29, 2023 regular meeting. The motion carried unanimously with a 7-0 vote.

It was moved by Commissioner Zuk, seconded by Vice-Chair Houston, to approve the minutes of the January 31, 2024 special meeting. The motion carried unanimously with a 7-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

**AR-1 Determination of Historic Significance; DPR2024-0002
184 May Avenue, Jasmine Fang, Applicant**

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Historic Preservation Commission regarding the original owners and builder of the home.

Public Input:

1. Jasmine Fang, applicant, spoke in favor of the application noting that approval of the item is necessary to enable her to remodel her home.

Following discussion, it was moved by Commissioner Hansen, seconded by Commissioner Ly, to approve DPR2024-0002. The motion carried unanimously with a 7-0 vote.

COMMUNITY DEVELOPMENT DIRECTOR REPORT: Community Development Director Jimenez reported on the following:

- Window Replacement Guidelines
 - Community Development Director Craig Jimenez presented an overview of the National Park Service's (NPS) approach regarding the replacement of windows on historic buildings. He noted that the NPS standards:
 - focus preference on repair rather than replacement of original windows;
 - include design standards relevant to the hierarchy of the primary and secondary façade elevations; and

- provide guidance on which window details to consider when evaluating replacement.

The Historic Preservation Commission considered and discussed potential policy options for future Monrovia Window Replacement Guidelines for historic landmarks. They spoke about the following areas that the guidelines should focus on:

- historic preservation versus energy efficiency;
 - building code requirements for original window replacements versus installments on home additions;
 - specific guidelines addressing important window details, such as glass type, window depth from the exterior wall, and wood-for-wood replacement materials;
 - making the guidelines applicable to all sides of structures, not just the primary (street-facing) elevations; and
 - the need to include exceptions so that the Historic Preservation Commission can address special circumstances.
- Updates
 - Community Development Director Craig Jimenez provided an update on the following:
 - the completion of the Bowden residential development at 427 West Palm Avenue involving the restoration of a 1913 Craftsman home and the construction of three new residences;
 - the progress of the Flying A gas station restoration and adaptive reuse project at 725 South Shamrock Avenue; and
 - the annual Monrovia Area Partnership (MAP) Neighborhood Conference scheduled for April 27, 2024.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS:

- Commissioner Zuk announced that the Monrovia Historic Preservation Group (MOHPG) will host their 40th Annual Historic Home Tours on May 5, 2024.

ADJOURNMENT: Chair Lee adjourned the meeting at 8:35 p.m.

APPROVED:

ATTEST:

Marianne Lee, Chair
Monrovia Historic Preservation Commission

Craig Jimenez, AICP, Secretary
Monrovia Historic Preservation Commission