



CONVENE: Chair Lee convened the Regular Meeting of the Monrovia Historic Preservation Commission on Wednesday, April 24, 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: Commissioner Hansen led the pledge of allegiance.

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

APPROVAL OF MINUTES: It was moved by Commissioner Zuk, seconded by Commissioner Yamaguchi, to approve the minutes of the March 27, 2024 regular meeting. The motion carried unanimously with a 5-0 vote.

PUBLIC INPUT: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

**AR-1 Certificate of Appropriateness; COFA2024-0003
260 North Encinitas Avenue, Eric and Jennifer Peterson, Applicant**

Assistant Planner Vincent Gillespie presented the staff report and answered questions of the Historic Preservation Commission regarding whether the dimensions of the proposed siding would match the siding on the residence.

Public Input:

1. Eric Peterson, applicant, confirmed that the proposed siding would match the siding on the house.

Following discussion, it was moved by Commissioner Yamaguchi, seconded by Commissioner Hansen, to approve COFA2024-0003 as presented. The motion carried unanimously with a 5-0 vote.

**AR-2 Determination of Historic Significance; DPR2024-0001
605 Hacienda Drive, Melinda McGrath, Applicant**

Principal Planner John Mayer presented the staff report and answered questions of the Historic Preservation Commission regarding whether the footprint of the existing front porch is original.

Following discussion, it was moved by Commissioner Hansen, seconded by Commissioner Ly, to approve DPR2024-0001 with a Status Code of 6Z. The motion carried unanimously with a 5-0 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.

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

- Window Replacement Guidelines – Community Development Director Jimenez presented several considerations for developing a framework for proposed window replacement guidelines. The Commission discussed the following:
 - The option to apply different standards based on building elevation hierarchy (primary versus secondary elevations) relating to window materials and functionality; and
 - The past practice of requiring equal restoration requirements on all building elevations, especially when the building's landmark designation is based on architecture.

The Commission provided the following guidance to staff:

- The window replacement guidelines should treat all windows the same, regardless of where they are located on the building;
 - The guidelines should include an approval process for exceptions, i.e. potential exceptions for landmarks that are not based on architecture;
 - The need for clear findings for the approval of such exceptions; and
 - The need for guidance on how to determine original windows from non-original windows.
- The Monrovia Area Partnership (MAP) 14th Annual Neighborhood Conference will take place on Saturday, April 27, 2024 at Second Baptist Church.

REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS: None

ADJOURNMENT: Chair Lee adjourned the meeting at 8:20 p.m.

APPROVED:

ATTEST:

Marianne Lee, Chair
Monrovia Historic Preservation Commission

Craig Jimenez, AICP, Secretary
Monrovia Historic Preservation Commission