



HISTORIC PRESERVATION COMMISSION STAFF REPORT

APPLICATION:	324-326 South Myrtle Avenue Design Concept Review	AGENDA ITEM:	AR-2
PREPARED BY:	Sheri Bermejo Planning Division Manager	MEETING DATE:	June 1, 2016

TITLE: Establishment of a Façade Review Subcommittee for the building located at 324-326 South Myrtle Avenue

REQUEST: To create a Subcommittee consisting of two members of the Historic Preservation Commission who will provide preliminary design review of façade renovation plans for the building located at 324-326 Myrtle Avenue

DISCUSSION: Mr. Bill Kilpatrick is currently in escrow to purchase the building located at 324-326 Myrtle Avenue, known to many as the former 4th Dimension facility. The building, which was formerly home to JC Penny, is a large, multi-story facility that has approximately 25,000 square feet of usable space. The prospective buyer is interested in repurposing the building to accommodate two tenant spaces. The concept plan proposes an active restaurant storefront along Myrtle totaling approximately 3,000 square feet with the remaining 22,000 square feet dedicated to administrative/professional office spaces. In addition to an extensive interior tenant improvement, the prospective buyer desires to complete a façade remodel.

The subject building is located in the City's Historic Commercial Downtown (HCD) zone. Section 17.14.050 of the Monrovia Municipal Code gives authority to the Historic Preservation Commission to review and approve façade changes in the HCD zone to ensure the appropriateness for Old Town and to encourage the preservation and restoration of historic buildings.

Over the years, the subcommittee format has been very efficient and successful in working through details and addressing any unanticipated issues that can arise. In order to streamline the development review process for the prospective buyer, staff is recommending the formation of an ad hoc subcommittee to assist City staff in working through some of the technical details of the project. Based on the expected duties of the subcommittee, staff believes that experience in architecture and design will be very important to the success of the project.

As the project moves forward, staff will facilitate the scheduling of meetings. It is important to note that the overall authority rests with the Historic Preservation Commission as a whole. Any review and direction given by the subcommittee must be consistent with the decisions and recommendations of the Commission. Items that staff or the subcommittee believes are beyond the scope of their responsibility, or are not consistent with the previous direction of the Commission, will be referred back to the Historic Preservation Commission for review and discussion.

RECOMMENDATION: Staff recommends that the Historic Preservation Commission approve the formation of a two member subcommittee for the proposed façade renovation of the building located at 324-326 South Myrtle Avenue. If the Historic Preservation Commission concurs then the appropriate motion is:

Appoint Commissioner _____ and Commissioner _____ to serve on the subcommittee.