



HISTORIC PRESERVATION COMMISSION STAFF REPORT

APPLICATION: Resolution No. 2015-01

AGENDA ITEM: AR-6

PREPARED BY: Ili Lobaco
Associate Planner

MEETING DATE: April 29, 2015

SUBJECT: Historic Preservation Commission Resolution No. 2015-01

REQUEST: Adopt a resolution to establish the regular meeting dates of the Historic Preservation Commission.

ENVIRONMENTAL DETERMINATION: CEQA Exemption Section 15061(b)(3)

DISCUSSION: The Historic Preservation Commission was created by the City Council with the adoption of the Historic Preservation Ordinance (Ord. No. 95-01). The Ordinance gives the authority to establish the regular meeting date to the Commission. This is done through the adoption of a resolution. In 2004, the Commission formally established the Wednesday following the fourth Tuesday of each month as its regular meeting time.

In October 2009, the Commission passed Resolution No. 2009-01 to decrease the number of regular meetings of the Historic Preservation Commission to quarterly due to the reduction of Staff. Due to the addition of two new Assistant Planners, and the current Neighborhood Compatibility Study, Staff recommends that the meetings be scheduled to bimonthly beginning in May 2015. Meetings will now be held January, March, May, July, September and November of each year. However, in order to continue to provide good customer service, we may occasionally meet on an "as needed" basis between meetings to handle any request that requires more expedient review. Additionally, as we progress through the Neighborhood Compatibility Study, there may be the need for meetings to discuss the Study. When possible, those meetings will be scheduled on the dates that would have been a regular monthly meeting date.

The proposed meetings for the remainder of this year will be:

May 27, 2015

July 29, 2015

September 23, 2015

November 25, 2015

RECOMMENDATION: Staff recommends approval of the Resolution. If the Historic Preservation Commission concurs with Staff's recommendation, then the following motion is appropriate:

Adopt Historic Preservation Commission Resolution No. 2015-01

RESOLUTION NO. 2015-01

A RESOLUTION OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF MONROVIA, CALIFORNIA, ESTABLISHING THE REGULAR MEETING DATES OF THE HISTORIC PRESERVATION COMMISSION.

RECITALS

(i) The Historic Preservation Commission was created by the City Council by Ordinance No. 95-01 to lead in the application, enforcement, and education of the historic preservation regulations set forth in Title 17 of the Monrovia Municipal Code.

(ii) The Historic Preservation Commission is required to establish by resolution, the time, and place of its regular meetings.

(iii) City Staff has proposed a change in the meeting dates of the regularly scheduled quarterly Historic Preservation Commission meetings.

(iv) The regular meetings of the Monrovia Historic Preservation Commission shall occur bimonthly on the Wednesday after the fourth Tuesday of the months of January, March, May, July, September, and November at the hour of 7:30 p.m., and such meetings shall be held in the City Council Chambers at Monrovia City Hall, 415 South Ivy Avenue, Monrovia California 91016.

(v) On April 29, 2015, the Historic Preservation Commission of the City of Monrovia received and considered the staff report and all the information, evidence, and testimony presented in connection with this request. At the close of the public comment portion of the meeting, the Historic Preservation Commission adopted a resolution establishing bimonthly meetings to begin in May 2015.

(vi) Environmental Review

(a) Pursuant to the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines, and the City's local CEQA Guidelines, City Staff has determined that Resolution No 2015-01 is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. City Staff has determined that the adoption of this Resolution will not have a significant environmental effect and therefore, adoption of this Resolution is exempt from CEQA pursuant to Section 15061(b)(3) of the State CEQA Guidelines (14 CCR § 15061(b)(3)).

(v) The custodian of records for all materials that constitute the record of proceeding upon which this decision is based is the Planning Division Manager. Those documents are available for public review in the Planning Division Office located at 415 South Ivy Avenue, Monrovia, California 91016.

(vi) All legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, the Historic Preservation Commission of the City of Monrovia hereby finds, determines and resolves as follows:

1. The Historic Preservation Commission finds that all of the facts set forth in the Recitals of this Resolution are true and correct.

2. Pursuant to the California Environmental Quality Act ("CEQA") and the City's local CEQA Guidelines, this application is Categorical Exempt from the requirements of CEQA pursuant to CEQA Guidelines Section 15061(b)(3).

3. The Historic Preservation Commission does hereby modify the Historic Preservation Commission meetings to be held bimonthly beginning May 2015.

4. The Historic Preservation Commission Secretary shall certify to the adoption of this Resolution.

BY:

ATTEST:

Marianne Lee, Chair
Monrovia Historic Preservation Commission

Steve Sizemore, Secretary
Monrovia Historic Preservation Commission

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) §
CITY OF MONROVIA)

I, STEVE SIZEMORE, Secretary of the Historic Preservation Commission of the City of Monrovia, California, do hereby certify that the foregoing is a full, true and correct copy of Historic Preservation Commission Resolution No. 2015-01, and that it was duly adopted and passed at a regular meeting of the Monrovia Planning Commission on the 29th day of April 2015, by the following vote:

AYES:
NOES:
ABSTAIN:
EXCUSED:

ATTEST:

Steve Sizemore, Secretary
Monrovia Planning Commission