



**MINUTES OF THE SPECIAL MEETING OF THE  
MONROVIA HISTORIC PRESERVATION COMMISSION  
HELD WEDNESDAY, MARCH 22, 2017, 7:30 P.M.**

**CONVENE:** Chair Penny Zuk convened the Special Meeting of the Monrovia Historic Preservation Commission of Wednesday, March 22, 2017, at 7:30 p.m. in the City Council Chambers. In attendance were Craig Jimenez, Community Development Director, Sheri Bermejo, Planning Division Manager, and Diane Delmatoff, Management Analyst.

The Pledge of Allegiance was recited.

**ROLL CALL:** In attendance were Commissioners Burke, Hendrix, Houston, Jimenez, Lee, Ryan, and Chair Zuk.

**PUBLIC INPUT:** None.

**PUBLIC HEARINGS:**

**PH-1 Historic District HD-2, North Encinitas Historic District, Encinitas Historic District working group (EHDwg), applicants**

Craig Jimenez gave the staff report. He stated that the idea of establishing these two blocks as a Historic District was completely neighborhood driven. Commissioner Ryan asked if any of the homes that received a 6Z designation could be designated as a Contributor if they were to make significant changes. Craig Jimenez said that it would be possible, but would be very difficult. Commissioner Ryan also asked if the district could have encompassed a larger area. Mr. Jimenez said that these two blocks had an individual quality that distinguished them from other neighborhoods.

Commissioner Jimenez asked about whether the homes constructed more recently and determined to be non-contributors would have to go through a review process for future additions and/or alterations. Mr. Jimenez stated that such alterations and additions would require review to determine that such work would not be detrimental to the district.

Chair Zuk opened the public hearing. Alan Holmquist spoke on behalf of the applicants. He said that the neighbors got together because they liked these two blocks and wanted to preserve and protect the character of their neighborhood. He introduced the ten people who formed the working group and acknowledged their contributions to the process, which he noted, was much harder than they had anticipated.

No one else spoke on behalf or with concerns.

Commissioner Lee moved to close the public hearing and recommended the designation of The North Encinitas Historic District as Historic District Number 2 to the City Council, seconded by Commissioner Houston. The motion carried with the following vote:

AYES: Burke, Hendrix, Houston, Jimenez, Lee, Ryan, Zuk  
NOES: None  
ABSTAIN: None  
ABSENT: None

**ADMINISTRATIVE REPORTS**

None

## **REPORTS FROM STAFF - Historic Context Statement – Professional Services Agreement**

Sheri Bermejo reported on the consultant selection process for city-wide Historic Context Statement project. A sub-committee consisting of Chair Zuk, Commissioner Jimenez and Commissioner Ryan was appointed at the January 25, 2017 meeting. This sub-committee reviewed and vetted the eight submitted proposals, and the top four consultants were interviewed on February 10, 2017 by Chair Zuk, Historic Preservation Consultant Anne Browning McIntosh, Craig Jimenez and Sheri Bermejo. They determined that ASM had the best qualifications and seemed to be the most appropriate fit for staff and the community. The approval of the contract will go to the City Council on April 4<sup>th</sup>.

## **REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS**

None

**ADJOURNMENT:** 8:13 p.m.