



**Cultural Heritage Board
Regular Meeting Minutes - Draft**

Wednesday, May 15, 2019

2:30 PM

1. 2:30 PM CALL TO ORDER AND ROLL CALL (COUNCIL CHAMBER)

Chair Edmondson called the meeting to order at 2:32 p.m.

Present 6 - Chair Casey Edmondson, Board Member Mark DeBacker, Board Member Laura Fennell, Board Member John McHugh, Board Member John Murphey, and Vice Chair Margaret Purser

Absent 1 - Board Member Stacey Deshazo

2. APPROVAL OF MINUTES

2.1 April 3, 2019 Draft Minutes

The April 3, 2019 Minutes were approved as submitted.

2.2 September 6, 2017 Draft Minutes

The September 6, 2017 Minutes were approved as amended.

2.3 August 3, 2016 Draft Minutes

The August 3, 2016 Minutes were approved as amended.

Board Member DeBacker commented that minutes should include a summary of conclusions at the end of each item the Board reviews.

3. BOARD BUSINESS

Chair Edmondson read aloud the Cultural Heritage Board Statement of Purpose: Zoning Code Chapter 17-22.094 Review and Standards.

4. PUBLIC COMMENT

Chair Edmondson opened public comment at 2:38 pm.

Chair Edmondson closed public comment at 2:38 pm.

5. STATEMENTS OF ABSTENTIONS

There were no statements of abstention.

6. SCHEDULED ITEMS

6.1 CONCEPT - LANDMARK ALTERATION - THOMAS CONCEPT
LANDMARK ALTERATION REVIEW - 124 W 6TH ST - FILE NO.
LMA19-006

BACKGROUND: Concept Landmark Alteration application to replace a burned down 2 story single-family development with new 2 story single-family home and carriage house.

Project Planner: Ross

City Planner Andrew Trippel gave the staff presentation.

Applicant Charlotte Thomas gave a presentation.

Chair Edmondson opened public comments at 2:56 pm.

Sher Ennis - Stated the design does not represent the West End district; expressed concern regarding the dead-end from Pierson Street onto West 6th Street; the intersection is overgrown with landscaping and trees, creating a vision barrier to the east.

Chair Edmondson closed public comments at 3:00 pm.

The applicant concurred regarding the safety issues, and responded that setbacks will be adjusted.

City Planner Andrew Trippel stated the vision triangle will be reviewed to meet setback requirements, and will be subject to Cultural Heritage Board review.

(Board Member McHugh left the meeting at 3:30 pm.)

BOARD COMMENTS

The Board recommended that City staff keep detailed record of the fire rebuilds, as they are historically significant; included details such as green-building, fire-resistance, and modular. A defining character of the West End is a smaller-scale house; the proposed project is generally compatible, except for the height and massing, but there is

flexibility for rebuilds. Consider wood or fiberglass-framed windows for thinner sightlines and more glazing-to-frame ratio, avoiding the heaviness of vinyl. Modern ornamentation is fine to use; but do use ornamentation. The west elevation is very important; create a welcoming view with window alignment and symmetry. Consider pulling back the dormers on the accessory dwelling unit to show the roofing and create proportion. Include handrail and complete lighting plan details at the next submittal. Adding a second window to the bathroom would be an important addition to create balance. Consider adding exterior mullions to the glazing to break up the large panes. Replace the greenhouse window with the small projected bay window at the street-side (west) elevation. Consider drop-siding in the hardy-plank series.

7. BOARDMEMBER REPORTS

There were no Board Member reports.

7.1 MATTERS FROM THE CULTURAL HERITAGE BOARD REGARDING FUTURE AGENDA ITEMS

This time is reserved for the Board to discuss whether to place matters on a future agenda for further discussion.

7.1.1 REQUEST FOR AGENDA ITEM REGARDING THE BOARD'S ABILITY TO PRESENT AN ADAPTIVE REUSE AWARD

BACKGROUND: At the March 20, 2019 Cultural Heritage Board Meeting, Board Member DeBacker requested a future report item to discuss how the Board could present an award for adaptive reuse in the National Historic Preservation Month of May. Board Member DeShazo concurred with the request. The purpose of this item will be to clarify the topic and to determine by Board motion, if and when the report item would be scheduled.

A motion was made by Board Member DeBacker, seconded by Vice Chair Purser, motion to have a future agenda item to discuss a potential awards process followed subsequently on following meetings by nominations. The official meeting would be to discuss what the process would be, the inclusion of City Council, and formats for the award type. The motion carried by the following vote:

Yes: 5 - Chair Edmondson, Board Member DeBacker, Board Member Fennell, Board Member Murphey and Vice Chair Purser

Absent: 2 - Board Member Deshazo and Board Member McHugh

8. DEPARTMENT REPORTS

Executive Secretary Kristinae Toomians: Board and Commission Orientation on May 29, 2019.

Chair Edmondson:

State-mandated sexual harassment training for board/commission members will be held in June and July, 2019.

Today at the Board and Commission Chair luncheon, the Mayor asked for Board Business updates, and reminded the Chairs that Boards and Commissions must keep Council priorities in mind, work toward the same goals, and the Board's decisions need to be in alignment with State laws and codes.

Vice Chair Purser:

1. Can the Board get a version of the historic presentation that citizens in Historic Districts received recently, and can this be added to a future agenda?
2. Will the City's historic resources inventory be updated? It is the Cultural Heritage Board's charge, and the inventory has not been done.
3. Is the City petitioning the State for temporary waivers of environmental process and review in the context of fire recovery, including California Environmental Quality Act (CEQA), that would impact function of Cultural Heritage Board?

Board Member DeBacker:

Catholic Charities burbank housing is asking for public comment on the Caritas Village project, and invited Board Members to make their comments if they have any.

9. ADJOURNMENT

Chair Edmondson adjourned the meeting at 3:53 pm.

PREPARED BY:

Patti Pacheco Gregg, Recording Secretary

ATTEST:

Kristinae Toomians, Executive Secretary

APPROVED:

Chair, Casey Edmondson