



**HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
Monday, October 28, 2013 – 7:00 P.M.**

1. **CALL TO ORDER** Chair Charles called the meeting to order at 7:01pm.
2. **ROLL CALL**
Present: Chair Charles, Vice-Chair Castro, Rice, Ostergren, Levin, and Torgan

Absent: Commissioner Charlie

STAFF PRESENT: Emily Stadnicki, HPC Liaison/Senior Planner; Jennifer Alkire, Associate Planner; Stephanie Cisneros, HPC Intern; and Sharita Ellies, Commission Secretary
3. **APPROVAL OF AGENDA:**
The Historic Preservation Commission is requested to approve the Agenda.
Recommendation: Approve the agenda of Monday October 28, 2013 as presented. **Moved by Commissioner Levin, seconded by Commissioner Torgan and unanimously carried; noting the absence of Commissioner Charlie.**
4. **APPROVAL OF MINUTES:**
The Historic Preservation Commission is requested to approve the minutes of prior Historic Preservation Commission meetings.
Recommendation: Approve the meeting minutes of, September 23, 2013 as presented. **Moved by Commissioner Torgan seconded by Commissioner Levin and unanimously carried.**
5. **Public Comment:**

STEPHANIE HARKER, RESIDENT OF THE CITY OF WEST HOLLYWOOD, FOUNDER OF WEST HOLLYWOOD PRESERVATION ALLIANCE AND CO-FOUNDER OF PROTECT PLUMMER PARK, spoke regarding the newly renovated U.S. Post Office WPA building in the City of Beverly Hills.

She said its renovation was spectacular and noted that the original plaque posted by Franklin D. Roosevelt in 1933 remains intact and suggested that West Hollywood have a ceremonial plaque installation for Great Hall/Long Hall.

She said she could not stay for the public hearing item but supports Staff's recommendation for the Mills Act Contract.

ITEM 4.A.

CATHY BLAIVAS, RESIDENT OF THE CITY OF WEST HOLLYWOOD, said she also supports staff's recommendation of Item 9.A. She suggested that an incentive similar to the Mills Acts contract be available to City owned properties such as Great Hall/Long Hall to ensure there protection and rehabilitation.

6. **CONSENT CALENDAR:** None.

7. **EXCLUDED CONSENT CALENDAR:** None.

8. **COMMISSION CONSIDERATION:** None.

9. **PUBLIC HEARINGS:**

A. **1000 - 1006 N. LARRABEE STREET:** Applicant is requesting the approval of a Mills Act Contract in exchange for ongoing rehabilitation and maintenance of the local cultural resource located at 1000 - 1006 N. Larrabee Street.

STAFF JENNIFER ALKIRE provided a PowerPoint presentation detailing information as listed in the Staff Report.

She stated the location of the site, the process and purpose of the Mills Act Contract, the properties features, its number of units and said each unit is registered with the Rent Stabilization Division of the City of West Hollywood.

She said the site was designated in 1993 as a local cultural resource and outlined its character defining features. She spoke regarding the applicants comprehensive work plan and its estimated costs.

She said Staff supports the recommendation for the contract, ended her comments and opened for questions.

Item 9.A. Commissioners Questions to Staff:

COMMISSIONER LEVIN asked for clarification regarding Exhibit B, recently completed work, of the staff report. He asked how much of the original fabric relating to the windows, half timbering, and roof repairs remains intact.

STAFF JENNIFER ALKIRE deferred the question to the applicant to be answered during their comments.

COMMISSIONER OSTERGREN asked why the repair to the windows is listed as a maintenance item instead of a rehabilitation item.

STAFF JENNIFER ALKIRE said because the windows were an ongoing/as needed project, staff agrees that it's a maintenance item.

Item 9.A. Commissioners Questions to Staff Closed.

Item 9.A. Public Comment:

TARA HAMACHER OF HISTORIC CONSULTANTS, APPLICANT REPRESENTATIVE, spoke in favor of staff's recommendation. She answered both Commissioner Levin and Ostergren's question. She said the stucco remains intact and said the integrity of the site remains. She said the windows were replaced in-kind and addressed the issue of window repairs to historic sites in general.

She said the major repairs to windows were done under a Certificate of Appropriateness (COA) and work has been completed.

COMMISSIONER LEVIN asked if the Representative was employed with the Applicant at the time the completed repairs to the windows and timber were done and said his main concern was how much of the original fabric remains.

TARA HAMACHER OF HISTORIC CONSULTANTS, APPLICANT REPRESENTATIVE, said she was not employed then but could provide additional details of the scope of work to the Commission if needed and that at the time of purchase the property had significant deferred maintenance.

COMMISSIONER RICE asked if the owner has an inventory of the number of windows and an assessment of work completed.

TARA HAMACHER OF HISTORIC CONSULTANTS, APPLICANT REPRESENTATIVE, said although an inventory is not typically prepared with a Mills Act contract she'd provide it as supplemental documentation to the Commission prior to City Councils review if required.

LAURA BOCCALETTI, RESIDENT OF THE CITY OF WEST HOLLYWOOD/WEST HOLLYWOOD PRESERVATION ALLIANCE, commented in favor of Staff's recommendation. She said the property is one of West Hollywood's historic gems and hopes that the contract will be approved.

Item 9.A. Public Comment Closed

Item 9.A. Commissioners Comments:

COMMISSIONER LEVIN spoke in favor of Staff's recommendation but also expressed concerns regarding the extent of cumulative replacements

to the building. He said the Commission is in danger of approving the replacement of the entire building rather than conserving it.

COMMISSIONER TORGAN spoke in favor of Staff's recommendation. He said although there have been repairs to the building, they were done pursuant to a COA, the building maintains sufficient integrity and merits approval of the Mills Act Contract.

He noted that the landscape compliments the "English Countryside" theme and should be included in the contract.

VICE-CHAIR CASTRO spoke in favor of Staff's recommendation. He said he, too, agrees the property maintains sufficient integrity and is worthy to move forward to City Council.

COMMISSIONER OSTERGREN spoke in favor of Staff's recommendation. She said she, too, agrees that because the completed work was done under a COA and it maintains sufficient integrity is worthy of moving forward to City Council.

She asked, for clarification if there was an alternative method the Commission could use to address the preexisting repairs to the roof.

COMMISSIONER LEVIN said the only method in this case would be a full roof replacement. He said building code would not allow another roof layer to be added. The additional layers were done without permits. The roof replacement would require a COA application.

CHAIR CHARLES spoke in favor of Staff's recommendation. He said the commission will not require supplemental documentation from the Applicant to move forward with the approval to City Council.

Action: Recommend approval of a Mills Act Contract in exchange for ongoing rehabilitation and maintenance of the local cultural resource located at A. 1000 - 1006 N. Larrabee Street to the City Council as presented, **moved by Commissioner Torgan, seconded by Vice-Chair Castro and passes unanimously noting the absence of Commissioner Charlie.**

10. **NEW BUSINESS:** None.

11. **UNFINISHED BUSINESS:**

A. **COMMISSION RETREAT UPDATE:**

STAFF LIAISON EMILY STADNICKI updated the Commission on information relating to the retreat taken from the special meeting held August 26, 2013. She addressed the following topics and Goals:

Current Work Program:

- Case Processing - Ongoing
- Multi-Family Incentive Program – expected completion by 2014
- Certified Local Government (CLG) Annual Report – expected completion by end of the calendar year
- CLG Grant Application, due April 2014 – Pending research of preferred topic which also requires discussion with the City Manager and City Council
- Update Website and Promotional Materials - Download existing information which should be completed by end of fiscal year

As Time Allows:

- Outreach Via Social Media – Commissioner Yawar Charlie to assist with research and identify ways to provide preservation information to the public via videos, snippets, or walking tours with links to the City's website
- Identify training opportunities for the Commission underway by HPC Intern, Stephanie Cisneros
- Scan and archive historic documents - research existing archived documentation to potentially add to the City's preservation webpage

With City Council Direction:

- Staff will discuss pursuing the following items with the City Manager and City Council and proceed as funding allows:
 - Survey of Commercial Properties
 - LGBT Historic Context for The City of West Hollywood
 - Social Cultural Historic Landmarks Recognition.

VICE-CHAIR CASTRO said partnering with other boards and commissions is a good idea as a tool to better educate them regarding the Commissions process.

COMMISSIONER TORGAN requested that calendar dates of the Arts and Cultural Affairs Commission meetings be forwarded to the HPC.

COMMISSIONER OSTERGREN commented regarding increasing the amount of material available to the public. She said it's an excellent idea and said the City of Los Angeles's HPOZ has a good model for architectural styles and types and also said the L.A. Conservancy has excellent information on researching existing buildings on their website.

VICE-CHAIR CASTRO asked when Staff will address the "City Council Direction" item.

STAFF EMILY STADNICKI said that item will require a bit more research, which will be a group effort by staff and concluded that it will more than likely start with the CDD Director and move forward to the City Manager.

COMMISSIONER OSTERGREN requested that the Commissions personal contact information listed in the CLG report be reviewed and edited for privacy purposes. She also suggested that Staff obtain current resumes of each Commissioner.

12. ITEMS FROM STAFF:

A. Introduction of new HPC Intern, Stephanie Cisneros.

13. HISTORIC PRESERVATION COMMISSIONER COMMENTS:

The Commission and Staff discussed the process and best practices of applying for a Mills Act Contracts and the process of applying for Certificates of Appropriateness at Staff level and those brought before the Commission under Item 9.A.

14. PUBLIC COMMENT: None.

ADJOURNMENT: *The Historic Preservation Commission adjourned at 8:51 pm to a regularly scheduled meeting of the Historic Preservation Commission on Monday, November 25, 2013, 7:00 P.M. at Plummer Park – 7377 Santa Monica Boulevard, West Hollywood, California.*

APPROVED BY A MOTION OF THE HISTORIC PRESERVATION COMMISSION ON THIS 25th DAY OF NOVEMBER 2013.



CHAIR CRAIG CHARLES

ATTEST:



HPC STAFF LIAISON EMILY STADNICKI