

Kathleen Irvine, Chair  
Kevin McGuan, Vice Chair  
Mark Grisafe, Commissioner



Mary Hinds, Commissioner  
Tasha Hunter, Commissioner  
Dr. Lourdes Ramos, Commissioner

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**FINISHED AGENDA AND DRAFT MINUTES**

**CALL TO ORDER**

Chair Irvine called meeting to order at 5:02 p.m.

**ROLL CALL**

Also present: Christopher Koontz, Deputy Director of Development Services; Alison Spindler-Ruiz, Acting Planning Bureau Manager; Andréa Urbas, Acting Advance Planning Officer; Erin Weesner-McKinley, Deputy City Attorney; Alejandro Plascencia, Project Planner; Gina Casillas, Project Planner; Maryanne Cronin, Project Planner; Refugio Torres Campos, Project Planner; Scott Kinsey, Planner; Heather Flores, Secretary; Shirley Perkins, Clerk

**Commissioners** Mark Grisafe, Mary Hinds, Tasha Hunter, Lourdes Ramos, Kevin  
**Present:** McGuan and Kathleen Irvine

**FLAG SALUTE**

Commissioner McGuan led the flag salute.

**MINUTES**

22-019CH Recommendation to receive and file the Cultural Commission Minutes of April 26, 2022.

**A motion was made by Commissioner Ramos, seconded by Vice Chair McGuan, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Mark Grisafe, Mary Hinds, Tasha Hunter, Lourdes Ramos, Kevin McGuan and Kathleen Irvine

## **SWEARING OF WITNESSES**

## **DIRECTOR'S REPORT**

Chair Irvine spoke.

Alison Spindler-Ruiz, Acting Planning Bureau Manager, presented the Director's Report.

Chair Irvine spoke.

## **REGULAR AGENDA**

1. 22-023CH Recommendation to approve a Certificate of Appropriateness at 4125 E. 6th Street, to construct a new detached 773-square-foot, three-car garage with a 640-square-foot second floor Accessory Dwelling Unit (ADU) above, and new 170-square-foot deck. The main residence and existing one-car garage are contributors to the Belmont Heights Historic District. (District 3)

Alison Spindler-Ruiz, Acting Planning Bureau Manager, introduced Refugio Torres Campos, Project Planner, who presented the staff report.

Chair Irvine spoke.

Commissioner Grisafe spoke.

Refugio Torres Campos, Project Planner, spoke.

Commissioner Grisafe spoke.

Mackenzie Champlin, Applicant, spoke.

Casey Weaver, Applicant, spoke.

Scott Kinsey, Planner, spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Scott Kinsey, Planner, spoke.

Chair Irvine spoke.

Commissioner Grisafe spoke.

Refugio Torres Campos, Project Planner, spoke.

Chair Irvine spoke.

**A motion was made by Commissioner Grisafe, seconded by Commissioner Ramos, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Mark Grisafe, Mary Hinds, Tasha Hunter, Lourdes Ramos, Kevin McGuan and Kathleen Irvine

**2. 22-020CH**

Recommendation to approve a Certificate of Appropriateness to adaptively reuse a locally designated historic landmark (Bank of Belmont Shore), as a restaurant and office space (from commercial mercantile and office.) Located at 5354 East 2nd Street, in the Neighborhood Pedestrian (CNP) Zoning District, the project scope proposes removal of non-original storefronts, restoration of iron grilles and openings at the corner tower element, addition of fabric awnings, construction of a detached patio structure, installation of new mechanical equipment, and completion of associated Title 24 and life and safety upgrades to support the change of use. (District 3)

Andréa Urbas, Acting Advance Planning Officer, introduced Gina Casillas, Project Planner, who presented the staff report.

Chair Irvine spoke.

Alejandro Plascencia, Project Planner, spoke.

Chair Irvine spoke.

Commissioner Grisafe spoke.

Gina Casillas, Project Planner, spoke.

Commissioner Grisafe spoke.

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Commissioner Grisafe spoke.

Gina Casillas, Project Planner, spoke.

Commissioner Grisafe spoke.

Chair Irvine spoke.

Vice Chair McGuan spoke.

Gina Casillas, Project Planner, spoke.

Chair Irvine spoke.

Aaron Tofani, Owner Applicant, spoke.

Chair Irvine spoke.

Aaron Tofani, Owner Applicant, spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Chair Irvine spoke.

Scott Kinsey, Planner, spoke.

Alison Spindler-Ruiz, Acting Planning Bureau Manager, spoke.

Louise Ivers provided public comment.

Michelle Lagos provided public comment.

Tamara Haddad provided public comment.

Nathan Holthouser provided public comment.

Chair Irvine spoke.

Scott Kinsey, Planner, spoke.

Itzel Meynard provided public comment.

Chair Irvine spoke.

Tom Lagos provided public comment.

Chair Irvine spoke.

Vice Chair Kevin McGuan spoke.

Chair Irvine spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Chair Irvine spoke.

**A motion was made by Commissioner Hunter, seconded by Commissioner Hinds, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Mark Grisafe, Mary Hinds, Tasha Hunter, Lourdes Ramos, Kevin McGuan and Kathleen Irvine

**3. 22-022CH**

Recommendation to approve a Certificate of Appropriateness for the conversion of an addition to a detached one-story 336-square-foot one-car garage, with attached 126-square-foot storage room into a detached 800-square-foot accessory dwelling unit (ADU). The project located at 3325 E. 4th Street, includes a 23-square-foot demolition of the garage, a 361-square-foot addition, a new 82-square-foot entry deck and new 303-square-foot rear/side deck area. The existing primary residence and one-car garage are contributing structures to the Rose Park South Historic District. (District 2)

Andréa Urbas, Acting Advance Planning Officer, introduced Refugio Torres Campos, Project Planner, who presented the staff report.

Chair Irvine spoke.

Alejandro Plascencia, Project Planner, spoke.

Chair Irvine spoke.

Commissioner Grisafe spoke.

Refugio Torres Campos, Project Planner, spoke.

Commissioner Grisafe spoke.

Refugio Torres Campos, Project Planner, spoke.

Commissioner Grisafe spoke.

Refugio Torres Campos, Project Planner, spoke.

Commissioner Grisafe spoke.

Alison Spindler-Ruiz, Acting Planning Bureau Manager, spoke.

Commissioner Grisafe spoke.

Alison Spindler-Ruiz, Acting Planning Bureau Manager, spoke.

Chair Irvine spoke.

Scott Kinsey, Planner, spoke.

Alison Spindler-Ruiz, Acting Planning Bureau Manager, spoke.

Chair Irvine spoke.

Scott Kinsey, Planner, spoke.

Jeffrey Schaefer provided public comment.

Chair Irvine spoke.

Jeffrey Schaefer provided public comment.

Chair Irvine spoke.

Scott Kinsey, Planner, spoke.

Chair Irvine spoke.

Commissioner Grisafe spoke.

Commissioner Ramos spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Commissioner Grisafe spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Chair Irvine spoke.

**A motion was made by Commissioner Grisafe, seconded by Commissioner Ramos, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Mark Grisafe, Mary Hinds, Tasha Hunter, Lourdes Ramos, Kevin McGuan and Kathleen Irvine

4. 22-024CH Recommendation to receive and file the 2020-2021 Certified Local

Government (CLG) Annual Report. (Citywide)

Andréa Urbas, Acting Advance Planning Officer, introduced Alejandro Plascencia, Project Planner, who presented the annual report.

Chair Irvine spoke.

Vice Chair McGuan spoke.

Chair Irvine spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Chair Irvine spoke.

Scott Kinsley, Planner, spoke.

Alison Spindler-Ruiz, Acting Planning Bureau Manager, spoke.

Scott Kinsley, Planner, spoke.

Chair Irvine spoke.

**A motion was made by Commissioner Hinds, seconded by Commissioner Ramos, to approve recommendation. The motion carried by the following vote:**

**Yes:** 6 - Mark Grisafe, Mary Hinds, Tasha Hunter, Lourdes Ramos, Kevin McGuan and Kathleen Irvine

**PUBLIC PARTICIPATION: Members of the public are invited to address the Cultural Heritage Commission on items of interest to the public within the Commission's jurisdiction. Each speaker will be limited to three minutes unless that time is extended by the Chair.**

Chair Irvine spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Chair Irvine spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Scott Kinsey, Planner, spoke.

Chair Irvine spoke.

Scott Kinsey, Planner, spoke.

Erin Weesner-McKinley, Deputy City Attorney, spoke.

Chair Irvine spoke.

**COMMENTS FROM CULTURAL HERITAGE COMMISSION**

**ADJOURNMENT**

Chair Irvine adjourned the meeting at 6:22 p.m.

NEXT REGULAR MEETING: TUESDAY, June 28, 2022 - 5:00 P.M.

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Note:

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