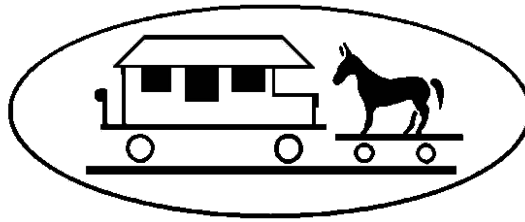


**Historic Ontario**



*The "Model Colony"*

**CITY OF ONTARIO HISTORIC PRESERVATION  
COMMISSION  
HISTORIC PRESERVATION SUBCOMMITTEE**

**SPECIAL MEETING  
AGENDA**

**June 24, 2021**

**All documents for public review are on file in the Planning Department located in City Hall at 303 East "B" Street, Ontario, CA 91764.**

**MEETINGS WILL BE HELD VIA ZOOM**

**PUBLIC COMMENTS**

*Citizens wishing to address the Historic Preservation Subcommittee on any matter that is not on the agenda may do so at this time. Please state your name and address clearly for the record and limit your remarks to five minutes.*

*Please note that while the Historic Preservation Subcommittee values your comments, the members cannot respond nor take action until such time as the matter may appear on the forthcoming agenda.*

**AGENDA ITEMS**

*For each of the items listed below the public will be provided an opportunity to speak. After a staff report is provided, the chairperson will open the public hearing. At that time the applicant will be allowed five (5) minutes to make a presentation on the case. Members of the public will then be allowed five (5) minutes each to speak. The Historic Preservation Subcommittee may ask the speakers questions relative to the case and the testimony provided. The question period will not count against your time limit. After all persons have spoken, the applicant will be allowed three minutes to summarize or rebut any public testimony. The chairperson will then close the public hearing portion of the hearing and deliberate the matter.*

**CONSENT CALENDAR ITEMS**

**A. MINUTES APPROVAL**

Historic Preservation Subcommittee Minutes of May 13, 2021, approved as written.

Motion to Approve/Deny

**PUBLIC HEARING ITEMS**

**B. ENVIRONMENTAL ASSESSMENT AND CERTIFICATE OF APPROPRIATENESS REVIEW FOR FILE NO. PHP21-004:** A Certificate of Appropriateness to alter size of certain window openings, install new windows, remove certain window openings, and replace with new siding material where needed for a single-story Craftsman Bungalow, an Eligible Historic Resource, located at 501 East D Street within the LDR-5 (Low Density Residential) zoning district. The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15331 (Historical Resource Restoration/Rehabilitation) of the CEQA Guidelines. The proposed project is located within the Airport Influence Area of Ontario International Airport and was evaluated and found to be consistent with the policies and criteria of the Ontario International Airport Land Use Compatibility Plan (ALUCP). (APN: 1048-39-324) **submitted by Erika Morales.**

**1. CEQA Determination**

No action necessary – Exempt: CEQA Guidelines Section § 15331

**2. File No. PHP21-004 (Certificate of Appropriateness)**

Motion to Approve/Deny

If you wish to appeal a decision of the **Historic Preservation Subcommittee**, you must do so within ten (10) days of the **Historic Preservation Subcommittee** action. Please contact the **Planning Department** for information regarding the appeal process.

If you challenge any action of the **Historic Preservation Subcommittee** in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the **Historic Preservation Subcommittee** at, or prior to, the public hearing.

The next **Historic Preservation Subcommittee** meets on July 8, 2021.

I, Gwen Berendsen, Administrative Assistant of the City of Ontario, or my designee, hereby certify that a true, accurate copy of the foregoing agenda was posted on or before **June 18, 2021**, at least 72 hours prior to the meeting per Government Code Section 54954.2 at 303 East “B” Street, Ontario.

  
Administrative Assistant

**CITY OF ONTARIO HISTORIC PRESERVATION COMMISSION  
(Presented to public via ZOOM)**

**Historic Preservation Subcommittee**

**Minutes**

**May 13, 2021**

**REGULAR MEETING:** City Hall, 303 East B Street, Ontario, CA 91764  
Called to order via ZOOM, by Robert Gregorek, at 5:30pm

**BOARD MEMBERS PRESENT**

Robert Gregorek, Chairman  
Rick Gage, Planning Commissioner  
Jim Willoughby, Planning Commissioner

**BOARD MEMBERS ABSENT**

**STAFF MEMBERS PRESENT**

Diane Ayala, Senior Planner  
Elly Antuna, Associate Planner

**PUBLIC COMMENTS**

No one responded from the public.

**MINUTES**

- A. **APPROVAL OF MINUTES:** Motion to approve the minutes of the March 11, 2021 Meeting of the Historic Preservation Subcommittee was made and approved unanimously by those present (3-0).

**PUBLIC HEARING ITEMS**

- B. **ENVIRONMENTAL ASSESSMENT AND CERTIFICATE OF APPROPRIATENESS REVIEW FOR FILE NO. PHP21-003:** A Certificate of Appropriateness for the demolition of 2 Tier III historic single-story commercial buildings located at 209 South Fern Avenue and 310 West Emporia Avenue to facilitate the construction of 50 multiple-family affordable housing dwelling units, generally located at the

northwest corner of Emporia Street and Palm Avenue, within LUA2N and LUA3 of the MU-1 (Downtown Mixed-Use) zoning district. The environmental impacts of this project were previously reviewed in conjunction with The Ontario Plan (File No. PGPA06-001), for which an Environmental Impact Report (SCH# 2008101140) was certified by the City Council on January 27, 2010. This application introduces no new significant environmental impacts, and all previously adopted mitigation measures are a condition of project approval. The proposed project is located within the Airport Influence Area of Ontario International Airport and was evaluated and found to be consistent with the policies and criteria of the Ontario International Airport Land Use Compatibility Plan (ALUCP). (APNs: 1049-054-04 and 1049-054-06) **submitted by The Related Companies of California, LLC. Planning/Historic Preservation Commission action is required.**

Diane Ayala, Senior Planner, presented the staff report for File No. PHP21-003.

Motion to approve **File No. PHP21-003** was approved unanimously by those present (3-0).

**DISCUSSION ITEMS**

1. 21<sup>st</sup> Annual Model Colony Awards.
  - a. Award of Merit, Dr. Jerome Titus House
  - b. Award of Merit, Downtown Starbucks
  - c. George Chaffey Memorial Award, Robert Gregorek II

Elly Antuna, Associate Planner, shared the nominees for the 2021 Model Colony Awards with the HPSC. The nominates will be presented to and approved by the Historic Preservation Commission at the May 25, 2021 Planning/Historic Preservation Commission meeting. The Awards will be presented by City Council at the June 15, 2021 meeting.

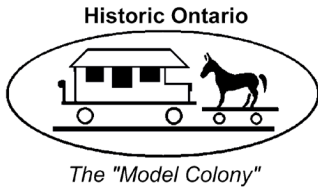
2. Review and construction status of a previously approved and issued Certificate of Appropriateness 1521 N. Euclid Avenue (File No. PHP17-003) approved on June 27, 2017.

Ms. Antuna updated the HPSC on the status of the previously approved Certificate of Appropriateness.

There being no further business, the meeting was adjourned at 6:00pm.

Respectfully submitted,

Elly Antuna  
Associate Planner



# Historic Preservation Subcommittee

June 24, 2021

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**DECISION NO:**

**FILE NO:** PHP21-004

**DESCRIPTION:** A Certificate of Appropriateness to alter size of certain window openings, install new windows, remove certain window openings, and replace with new siding material where needed for a single-story Craftsman Bungalow located at 501 East D Street within the LDR-5 (Low Density Residential) zoning district. (APN: 1048-39-324) submitted by Erika Morales.

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## PART I: BACKGROUND & ANALYSIS

Erika Morales, (herein after referred to as "Applicant") has filed an application for the approval of a Certificate of Appropriateness, File No. PHP21-004, as described in the subject of this Decision (herein after referred to as "Application" or "Project").

**(1) Project Setting:** The project site is comprised of approximately 0.14 acres of land at the north-east corner of Sultana Avenue and D Street within a well-established single-family residential neighborhood. The streetscape includes parkways with mature street tree canopies, scored sidewalks and rock curbs. The property location is depicted in *Exhibit A: Project Location Map, attached*.

**(2) Architectural Description:** The single story, Craftsman Bungalow style residence is rectangular in plan with a regular-pitched, cross-gabled roof covered in composition shingles with large overhanging exposed eaves and decorative brackets, and is depicted in *Exhibit B, Photographs*. The front facing gabled porch has large decorative brackets and sits on square column posts over a river rock base. The remainder of the porch is closed in by a river rock wall with a concrete cap. The residence is clad in composite (asbestos shingle) horizontal siding. The house was constructed in 1910 and is approximately 1,023 square feet in size. It is listed on the Ontario Register of Historic Resources with the historic status of "Eligible" as a local landmark and a Contributor to the potential Parkside Historic District. In 1951, asbestos shingle was installed over the original wood siding. At the rear of the residence, located on the north elevation, is a small addition that is used as a laundry room.

**(3) Background:** In October 2020, the City was notified that alterations to the residence had occurred without City permits or approvals. Upon site inspection, it was discovered that all but 4 original windows had been removed. Most windows had been replaced with new vinyl slider style windows and one window opening had been filled in

with a new wall, and is depicted in *Exhibit E, Before and After Photographs*. The window frames and profiles were also removed and changes to the openings were made. Other unpermitted work was observed during the site inspection, including interior remodeling of the dining room, kitchen, and bathroom, and is depicted in *Exhibit C, Original Building Footprint with Room Labels* and *Exhibit D, Window Key and New Room Labels*. The rear of the house was not accessible to staff.

Section 4.02.050 (Historic Preservation Certificate of Appropriateness and Demolition of Historic Resources) of the Ontario Development Code, requires approval of a Certificate of Appropriateness for any exterior alteration of a historical resource. A Waiver to the Certificate of Appropriateness may be issued administratively for work that is consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and for minor alterations to historic resources, provided no change in appearance occurs and are "like for like."

Changing the historic appearance of windows through the use of designs, materials, or finishes that noticeably change the sash, grille configuration, or openings is not recommended in the Secretary of the Interior's Standards for the Treatment of Historic Resources. The Project, as proposed, creates a noticeable change that is not considered "like for like," and therefore is not eligible for a Waiver.

Alterations which occur without city issued permit or approval is a violation of the Development Code. Section 7.01.060 (Enforcement and Penalties) grants authority to the Planning Director to assess a civil penalty for failure to obtain a Certificate of Appropriateness prior to alteration of a historic resource. In the case of alterations, the civil penalty shall be equal to one-half the cost of restoration of the altered portion of the historic resource. A Notification of Violation and Assessment of Civil Penalties may be assessed and issued prior to issuance of building permits. The Development Code further grants the authority to require restoration of the windows to the original condition prior to the window replacement violation.

**(4) Project Description:** The Applicant is proposing to reduce the size of 2 windows, remove 2 windows and fill-in with siding to match existing finish, and restore 5 window openings and one attic window and vent opening, as depicted in *Table 4.1 Proposed Window Schedule*, below. All new windows and framing will be wood. The windows proposed are all casement organized in a single, double, triple, or rabbeted-pair arrangement. The top one-third section of glazing will have 3 day-lites equally divided.

**Table 4.1 Proposed Window Schedule**

No.	Location	Elevation	Original Opening*	Proposed Opening	Window Type	Restoration (Y/N)	Alteration (Y/N)
1	Kitchen	East	87-in x 54-in	Close	Fill with siding	No	Yes
2	Kitchen	South	59-in x 54-in	48-in x 42-in	Double Casement	No	Yes

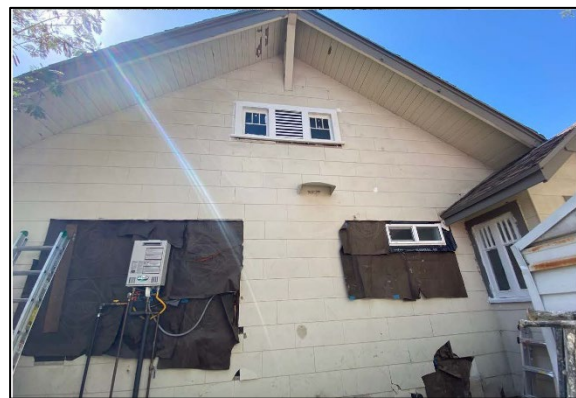


3	Living	South	87-in x 54-in	87-in x 54-in	Triple Casement	Yes	No
4	Living	West	87-in x 42-in	87-in x 42-in	Triple Casement	Yes	No
5	Bedroom No. 1	West	33-in x 34-in	33-in x 34-in	Single Casement	Yes (opening only)	No (window style only)
6	Bedroom No. 1	North	36-in x 54-in	36-in x 54-in	Single Casement	Yes	No
7	Bedroom No.2	North	59-in x 54-in	59-in x 54-in	Double Casement	Yes	No
8	Bathroom	East	59.5-in x 39.5-in	24-in x 30-in	Single Casement	No	Yes
9	Closet	North	31-in x 24.5-in	31-in x 24.5-in	Single Casement	Yes	No
10	Attic	West	64-in x 27-in	64-in x 27-in	Double Casement with middle vent	Yes	No

\*Measurements are approximate (+/- 2-in)

**(5) Project Analysis:** A window's style, type, material, grille pattern and fenestration are character-defining features of an architectural style of a historic building. As one of the few parts of a building serving as both an interior and exterior feature, windows are an integral part of a historic building's architecture. Windows are an important aspect when determining a building's historic significance as well. Pursuant to the Development Code, historic windows may be replaced, provided the original windows are deteriorated beyond repair and the replacement windows have the same design and style of the original windows. Based upon Project review, the building had 13 original window openings that were filled with single, double, triple or rabbetted-pair, wood-framed casement windows. All original windows were designed with 3 true divided-lites on the upper one-third of the window. It was determined that 9 window opening sizes had been altered and the entire window assembly was removed and replaced with vinyl sliding windows. The closet (former bathroom) window (No. 10) on the north elevation was removed, but the frame, sill, and trim were intact.

In working with the property owner to gain compliance, the Applicant is proposing to restore all windows and openings to their original except for 2 kitchen (former dining room) windows (Nos. 1 and 2) and the bathroom (former kitchen) window (No. 8). Due to an extensive interior remodel of the dining room and kitchen as depicted in *Exhibit F, Kitchen Remodel Photographs*, the window on the east elevation (No. 1) will be filled and covered with siding and the window on the



East Elevation- Window Nos.1 and 8



*South Elevation- Window No.2*

south (primary) elevation will be reduced in size from 59" x 54" to 48" x 42." Additionally, the bathroom was remodeled resulting in a substantial decrease in window size openings from approximately 50" x 42" to approximately 32" x 12." The Applicant is proposing to enlarge the window to 24" x 30" and cover with a single casement. Because the Project does not propose a full restoration of the windows issuance of a Certificate of Appropriateness is required.

Choosing appropriate replacement windows is a critical aspect of any rehabilitation project and should always begin with a licensed professional in consultation with the City staff. Bathroom and kitchen remodels that do not consider the exterior character-defining features of the home contribute to installation of inappropriate window replacement. The property owner did not contact City staff to consult on design or obtain required building permits and approvals prior to commencement of work resulting in adverse impacts to the historic resource and the loss of original windows.

Windows located on highly visible elevations (front or street side) are an important part of neighborhood character as well as the individual architectural character of a building. Compliance with the Development Code is achieved with the component of the Project that proposes restoration of the original openings, location, material, millwork, trim, sill, and type of windows. While the Project proposes window alterations on the east elevation located at the bathroom (No. 8) and kitchen (No. 1), this does not seriously damage the appearance of the building or overall neighborhood character. However, the proposed reduction in size of the kitchen window (No. 2) located on the front elevation alters the symmetry, fenestration, and arrangement pattern that should be avoided. As such, a condition of approval of the Project has been included requiring the kitchen window be restored to the original size to avoid an inappropriate alteration. While staff is recommending approval with conditions as contained in Attachment A of this Decision, the HPSC may require restoration of the windows to the original condition as deemed appropriate.

## **PART II: RECITALS**

WHEREAS, the Application is a project pursuant to the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) ("CEQA") and was reviewed to determine possible environmental impacts; and

WHEREAS, the Project is exempt from CEQA pursuant to a categorical exemption (listed in CEQA Guidelines Article 19, commencing with Section 15300) and the



application of that categorical exemption is not barred by one of the exceptions set forth in CEQA Guidelines Section 15300.2; and

WHEREAS, Ontario Development Code Table 2.02-1 (Review Matrix) grants the Historic Preservation Subcommittee (“HPSC”) the responsibility and authority to review and act, or make recommendation to the Historic Preservation Commission, on the subject Application; and

WHEREAS, all members of the HPSC of the City of Ontario were provided the opportunity to review and comment on the Application, and no comments were received opposing the Project; and

WHEREAS, on June 24, 2021, the Historic Preservation Subcommittee of the City of Ontario conducted a hearing on the Application and concluded said hearing on that date; and

WHEREAS, all legal prerequisites to the adoption of this Decision have occurred.

### **PART III: THE DECISION**

NOW, THEREFORE, IT IS HEREBY FOUND AND DETERMINED by the Historic Preservation Subcommittee of the City of Ontario, as follows:

SECTION 1: As the approving body for the Project, the HPSC has reviewed and considered the information contained in the administrative record for the Project. Based upon the facts and information contained in the administrative record, including all written and oral evidence presented to the HPSC, the HPSC finds as follows:

(1) The Project is categorically exempt from environmental review pursuant to Section 15331 (Historical Resource Restoration/Rehabilitation) of the CEQA Guidelines. The proposed Project with conditions of approval is consistent with the Secretary of the Interior Standards for the Treatment of Historic Resources Guidelines. The Guidelines were utilized in the development of the project design and, as a result, do not pose any adverse impacts to the historic resource; and

(2) The application of the categorical exemption is not barred by one of the exceptions set forth in CEQA Guidelines Section 15300.2; and

(3) The determination of CEQA exemption reflects the independent judgment of the HPSC.

SECTION 2: Based upon the substantial evidence presented to the HPSC during the above-referenced hearing and upon the specific findings set forth in Section 1, above, the HPSC hereby concludes as follows:

(1) *The Project, in whole or in part, will not detrimentally change, destroy or adversely affect any significant architectural feature of the resource.* The project with conditions of approval proposes restoration of all primary elevation windows which are visible to the public, thereby avoiding significant and adverse effects to the historic resource; and

(2) *The Project, in whole or in part, will not detrimentally change, destroy or adversely affect the historic character or value of the resource.* The project with conditions of approval proposes restoration of all primary elevation windows which are visible to the public, thereby avoiding significant and adverse effects to the historic resource; and

(3) *The Project, in whole or in part, will be compatible with the exterior character-defining features of the historic resource.* The project with conditions of approval proposes restoration of all primary elevation windows which are visible to the public, thereby avoiding significant and adverse effects to the historic resource, thereby avoiding significant and adverse effects to the historic resource.

SECTION 3: Based upon the findings and conclusions set forth in Sections 1 and 2 above, the HPSC hereby approves the Application subject to each and every condition, included as Attachment "A" of this Decision, and incorporated herein by this reference.

SECTION 4: The Applicant shall agree to defend, indemnify and hold harmless, the City of Ontario or its agents, officers, and employees from any claim, action or proceeding against the City of Ontario or its agents, officers or employees to attack, set aside, void or annul this approval. The City of Ontario shall promptly notify the applicant of any such claim, action or proceeding, and the City of Ontario shall cooperate fully in the defense.

SECTION 5: The documents and materials that constitute the record of proceedings on which these findings have been based are located at the City of Ontario City Hall, 303 East "B" Street, Ontario, California 91764. The custodian for these records is the City Clerk of the City of Ontario.

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APPROVED AND ADOPTED this 24th day of June 2021.

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Historic Preservation Subcommittee

**Exhibit A: Project Location Map**





***Exhibit B: Photographs***



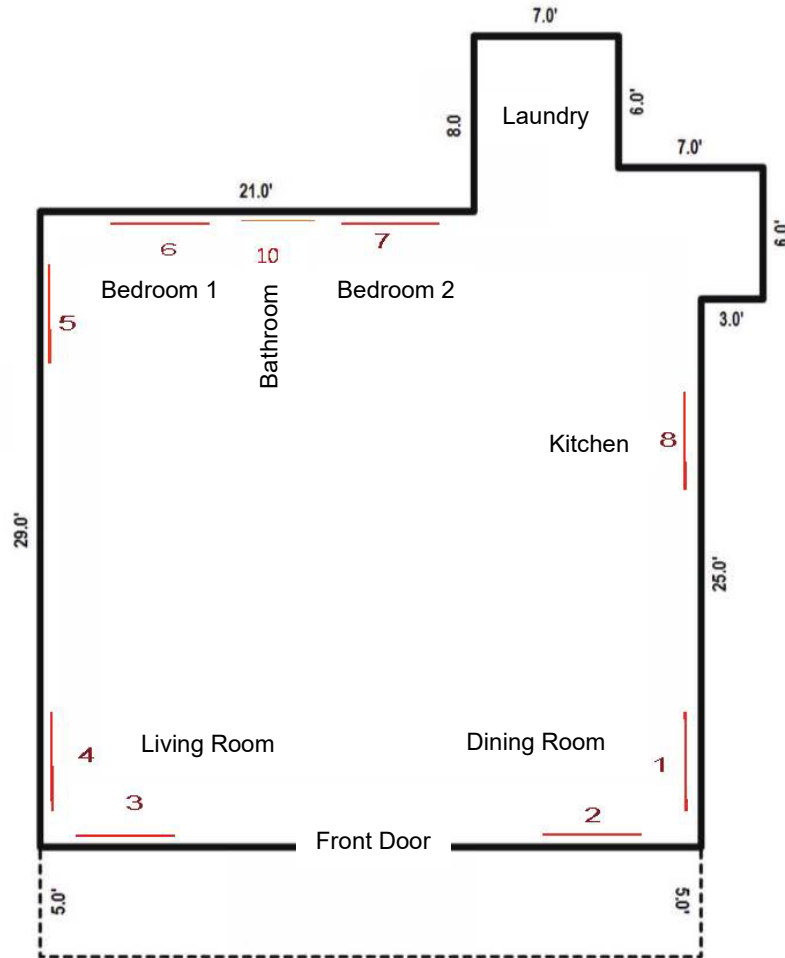
*South (front) Elevation (2020)*



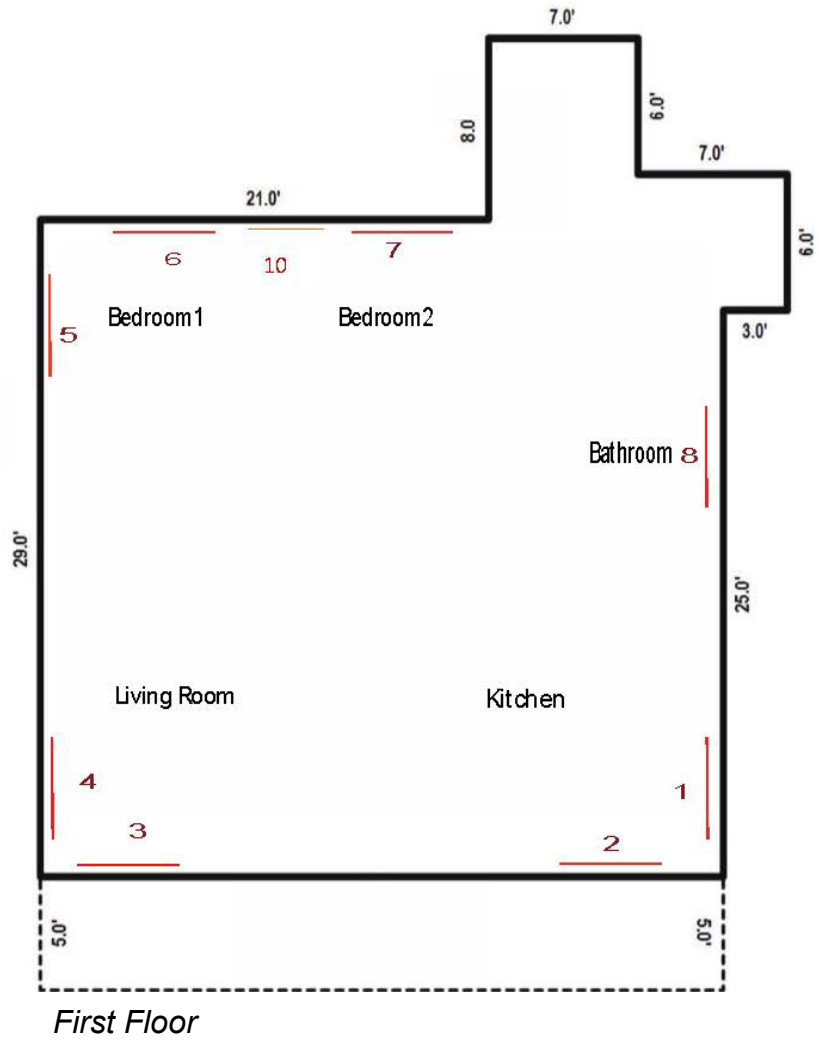
*1980s Citywide Survey Photograph*



**Exhibit C: Original Building Footprint & Room Labels**



**Exhibit D: Window Key & New Room Labels**



***Exhibit E: Before and After Photographs***



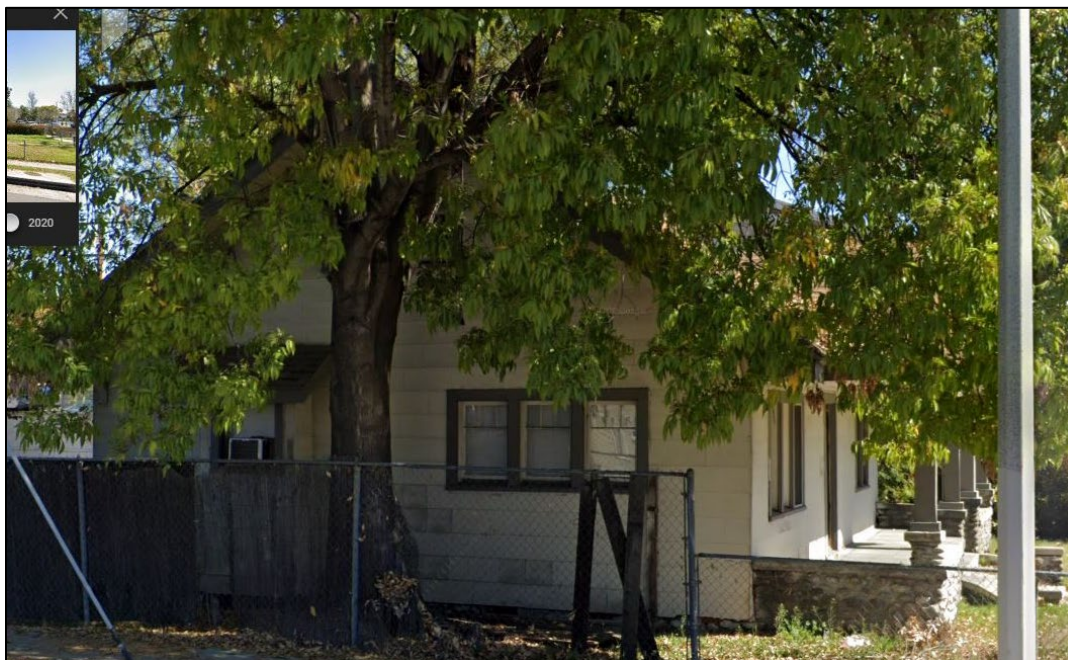
*South Elevation- Window Nos. 2 (Kitchen) and 3 (Living Room)*







*West Elevation- Window Nos. 4 (Living Room), 5 (bedroom), and 9 (Attic)*







*North Elevation- Window Nos. 6 (Bedroom), 10 (Closet) and 7 (Bedroom 2)*







*East Elevation- Window Nos. 1 (Kitchen) and 8 (Bathroom)*





*East Elevation (2012)- Window No. 8 (Bathroom)*



*West Elevation (2006)- Window No. 5 (Bedroom)*



***Exhibit F: Kitchen Remodel***



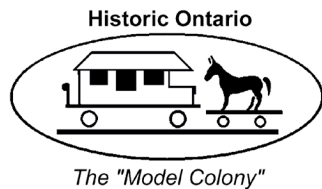
*Kitchen Looking East- Window No. 1 (Removed)*



*Kitchen Looking South- Window No. 2*

## **Attachment “A”**

### **FILE NO. PHP21-004 CONDITIONS OF APPROVAL**



# CERTIFICATE OF APPROPRIATENESS

## CONDITIONS OF APPROVAL

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**Date:** June 24, 2021

**File No.:** PHP21-004

**Location:** 501 East D Street  
(APN: 1048-39-324)

**Prepared By:** Diane Ayala, Senior Planner

**Description:** A Certificate of Appropriateness to alter size of certain window openings, install new windows, remove certain window openings, and replace with new siding material where needed for a single-story Craftsman Bungalow located at 501 East D Street within the LDR-5 (Low Density Residential) zoning district.

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### CONDITIONS OF APPROVAL

The above-described Project shall comply with the following Conditions of Approval.

1. Time Limits.

1.1 The Certificate of Appropriateness shall become void twenty-four (24) months from the date of approval unless a building permit has been issued and work authorized by this approval has commenced prior to the expiration date and is diligently pursued to completion.

2. Window Treatment.

2.1 All exterior features shall be restored, repaired, or replaced with like in kind pursuant to the Secretary of the Interior Standards.

2.2 All windows shall be restored to original size, shape, location, arrangement and operation (type), style and design and shall be framed with solid wood, wood with aluminum clad, or wood with fiberglass clad framed casement windows per the window schedule, below.

2.3 The window arrangement shall be rabbeted-pair, single, double, or triple pursuant to the following window schedule, below. All windows shall have 3 evenly spaced, true-divided day-lites on the upper one-third portion of window. Mull pockets shall be 4-inches wide and trim surround shall be 4" wide.



**Conditions of Approval**

**File No. PHP21-004**

**June 24, 2021**

**Page 2**

- 2.4 All new and/or restored windows shall have the same assembly, millwork, trim, sill and profile as the original for a proper restoration project.
- 2.5 The attic vent (window, horizontal vent, window) located on the west elevation shall match the restored attic vent on the west elevation.
- 2.6 Aluminum and vinyl sliding or hung windows are prohibited.
- 2.7 Continue to work with Planning Department on size openings as refinement may be needed.

**Window Schedule**

<b>No.</b>	<b>Location</b>	<b>Elevation</b>	<b>Original Opening*</b>	<b>Required Opening</b>	<b>Window Type</b>	<b>Restoration (Y/N)</b>
1	Kitchen	East	87-in x 54-in	Close	Fill with siding	No
2	Kitchen	South	59-in x 54-in	59-in x 54-in	Double Casement (with mull pocket)	Yes
3	Living	South	87-in x 54-in	87-in x 54-in	Triple Casement (with mull pockets)	Yes
4	Living	West	87-in x 42-in	87-in x 42-in	Triple Casement (with mull pockets)	Yes
5	Bedroom No. 1	West	33-in x 34-in	33-in x 34-in	Rabbetted-pair	Yes
6	Bedroom No. 1	North	36-in x 54-in	36-in x 54-in	Single Casement	Yes
7	Bedroom No.2	North	59-in x 54-in	59-in x 54-in	Double Casement (with mull pockets)	Yes
8	Bathroom	East	59.5-in x 39.5-in	24-in x 30-in	Single Casement	No
9	Closet	North	31-in x 24.5-in	31-in x 24.5-in	Single Casement	Yes
10	Attic	West	64-in x 27-in	64-in x 27-in	Double Casement with middle vent (even space)	Yes

*\*Measurements are approximate (+/- 2-in)*

**3. Other.**

- 3.1 New exterior siding on the building shall match the existing. All patches, repairs, or infill shall be applied in a manner that appears seamless.
- 3.2 All mechanical equipment shall be screened from public view. The recently installed tankless water heater shall be relocated to the rear of the residence.

**Conditions of Approval**

**File No. PHP21-004**

**June 24, 2021**

**Page 3**

4. Permits, Approvals, and Final Inspection.

- 4.1 The Applicant shall obtain City building permits that are required for the Project, including, but not limited to, window alterations, water heater, reconfiguration of floor plan, demolition, plumbing, electrical, mechanical, and any other construction or installation undertaking where required.
- 4.2 Any deviation from the approved plans shall require approval of the Planning Department and, if necessary, the Historic Preservation Commission.
- 4.3 Conditions of Approval shall be reproduced onto all plans submitted for permits.
- 4.4 Prior to building permit final or close of Code Enforcement case, the Planning Department shall inspect the premises to ensure the Conditions of Approval have been met and that the project has been constructed per the approved plans.