



CITY OF ARCADIA

ARCADIA HISTORIC PRESERVATION COMMISSION REGULAR MEETING AGENDA

Tuesday, August 12, 2025, 6:15 P.M.

Location: City Council Chambers, 240 W. Huntington Drive

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the City Clerk at (626) 574-5455. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

根据《美国残障人法案》，需要调整或提供便利设施才能参加会议的残障人士（包括辅助器材或服务）可与市书记官办公室联系（电话：(626) 574-5455）。请在会前 48 小时通知市书记官办公室，以便作出合理安排，确保顺利参加会议。

Pursuant to the City of Arcadia's Language Access Services Policy, limited-English proficient speakers who require translation services in order to participate in a meeting may request the use of a volunteer or professional translator by contacting the City Clerk's Office at (626) 574-5455 at least 72 hours prior to the meeting.

根据阿凯迪亚市的语言便利服务政策，英语能力有限并需要翻译服务才能参加会议的人可与市书记官办公室联系（电话：(626) 574-5455），请求提供志愿或专业翻译服务，请至少在会前 72 小时提出请求。

CALL TO ORDER

ROLL CALL:

Marilynne Wilander, Chair
Domenico Tallerico, Vice Chair
David Arvizu, Commissioner
Angela Hui, Commissioner
Vincent Tsoi, Commissioner

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

PUBLIC COMMENTS (5 minute time limit per person)

Each speaker is limited to five (5) minutes per person, unless waived by the Historic Preservation Commission. Under the Brown Act, the Commission or Board Members are prohibited from discussing or taking action on any item not listed on the posted agenda.

PUBLIC HEARING

None

NEW BUSINESS

- 1. Resolution No. 2173** – A review of Mills Act Application No. MILLS 25-01 for a 10-year Mills Act Contract between the City and the Property Owner of the Historic “Brod-Papp House” at 1203 Oakwood Drive, and forwarding a recommendation to City Council

CEQA: Not a project

Recommendation: Adopt

Applicant: Chris Karlan

ADJOURNMENT

The Historic Preservation Commission will adjourn and bring this meeting to a close.

Welcome to the Arcadia Historic Commission Meeting!

The Historic Commission encourages public participation and invites you to share your views on City business.

MEETINGS: Regular Meetings of the Historic Commission are held on the second and fourth Tuesdays of each month at 7:00 p.m. in the City Council Chambers. A full Historic Commission agenda packet with all backup information is available at City Hall, the Arcadia Public Library, and on the City's website at www.ArcadiaCA.gov. Copies of individual Agenda Reports are available via email upon request (Planning@ArcadiaCA.gov). Documents distributed to a majority of the Historic Commission after the posting of this agenda will be available for review at the Planning Services Office in City Hall, 240 W. Huntington Drive, Arcadia, California.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all Historic Commission meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Historic Commission. The City requests that persons addressing the Planning Commission refrain from making personal, slanderous, profane, or disruptive remarks. When the Chair asks for those who wish to speak please come to the podium and state your name and address for the record. Please provide a copy of any written materials used in your address to the Historic Commission as well as a copy of any printed materials you wish to be distributed to the Historic Commission.

MATTERS NOT ON THE AGENDA should be presented during the time designated as "PUBLIC COMMENTS." In general, each speaker will be given (5) minutes to address the Planning Commission; however, the Chair, at his/her discretion, may shorten the speaking time limit to allow all speakers time to address the Planning Commission. **By State law, the Historic Commission may not discuss or vote on items not on the agenda. The matter will automatically be referred to staff for appropriate action or response, or will be placed on the agenda of a future meeting.**

PUBLIC HEARINGS AND APPEALS are items scheduled for which public input is either required or desired. Separate and apart from an applicant or appellant (who may speak longer at the discretion of the Planning Commission), speakers shall be limited to (5) minutes per person. The Chair, at his/her discretion, may shorten the speaking time limit to allow all speakers to address the Planning Commission. The applicant or appellant may also be afforded an additional opportunity for rebuttal comments.

AGENDA ITEMS: The Agenda contains the regular order of business of the Historic Commission. Items on the Agenda have generally been reviewed and investigated by the City

Staff in advance of the meeting so that the Historic Commission can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine by the Historic Commission and may be acted upon by one motion. There will be no separate discussion on these items unless a member of the Historic Commission, Staff, or the public so requests. In this event, the item will be removed from the Consent Calendar and considered and acted on separately.

DECORUM: While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the Historic Commission or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including, but not limited to, conduct that prevents other members of the audience from being heard when it is their opportunity to speak, or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting are expected to adhere to the City's policy barring harassment based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation, or age. The Chief of Police, or such member or members of the Police Department, may serve as the Sergeant-at-Arms of the Historic Commission meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official for the purpose of maintaining order and decorum at the meeting. Any person who violates the order and decorum of the meeting may be placed under arrest and such person may be prosecuted under the provisions of Penal Code Section 403 or applicable Arcadia Municipal Code section.

欢迎来到阿卡迪亚规划委员会会议！

规划委员会鼓励公众参与并诚邀您分享对市政业务的看法。

会议：规划委员会的例会于每月的第二个及第四个星期二下午七时在市议会会议厅举行。可在市政厅、阿卡迪亚公共图书馆 (Arcadia Public Library) 和市政网站 (www.ArcadiaCA.gov) 上查阅包含所有备份信息的完整的规划委员会会议程包。个人议程报告的副本可通过电子邮件的方式 (Planning@ArcadiaCA.gov) 索取。本议程发布后，分发至大多数规划委员会的文件可在规划服务办公室 (地址：City Hall, 240 W. Huntington Drive, Arcadia, California) 查阅。

公民参与：欢迎并邀请您参加规划委员会的所有会议。每次例会都为希望向规划委员会发表意见的听众预留时间。本市政要求向规划委员会发表意见的个人不得发表人身攻击、诽谤、亵渎或破坏性言论。当主持人邀请想要发言之人上台发言时，请说出自己的姓名和地址，以便记录。请向规划委员会提供您所在地址所使用的任何书面材料的副本，以及您希望分发给规划委员会的任何印刷材料的副本。

未列入日程的事项应在“公众征求意见”所指定的时间提出。一般而言，每位发言者都将获得 (5) 分钟的时间来向规划委员会表达自己的意见；但是主持人可以酌情缩短发言时间，以便可以让所有发言者都可以向规划委员会表达自己的想法。**根据州法律，规划委员会不得讨论或就议程外事项进行投票。此事项将自动提交至工作人员采取适当地行动或回应，或将列入今后会议的议程。**

公众听证会或上诉是需要或希望公众发表意见的计划项目。除了申请人或上诉人（规划委员会可酌情延长其发言时间）外，每位发言者的发言时间不得超过 (5) 分钟。市长可以酌情缩短发言时间，确保所有发言者都可以向市议会表达意见。申请人或上诉人也可获得额外的反驳意见机会。

议程事项：该议程包括规划委员会的正常议事日程。市政工作人员一般会在会议前审查和调查议程内事项，以便规划委员会在作出决定前充分了解有关事项。

获准日历：“获准日历”上所列事项被规划委员会视为例行公事，可通过一项动议采取行动。除非规划委员会成员、工作人员或公众要求，否则不会单独讨论这些事项。若出现这一情况，则该事项将从“获准日历”中删除，并对其进行单独审议和行动。

礼节：虽然公众可以自由地批评城市政策以及规划委员会或其成员的行动或拟议的行动，但公众不得采取破坏诉讼有序进行的行为，包括但不限于阻止其他听众在有机会发言时发表意见的行为，或阻止听众听到或看到诉讼进程。公众不得以人身伤害威胁任何人，或以可合理地解释为迫在眉睫的人身伤害威胁的方式行事。所有参加会议的人都应遵守本市的政策，禁止基于个人的种族、宗教信仰、肤色、国籍、血统、身体残疾、医疗状况、婚姻状况、性别、性取向或年龄而进行骚扰。警务处处长或警务处的此类成员可担任规划委员会会议的警卫官。警卫官应执行主持会议的官员为维持会议秩序和礼仪而发出的所有命令和指示。任何违反会议秩序和礼仪的人均可被逮捕，并可根据《刑法典》第403条或适用的《阿卡迪亚市政法典》相关部分的规定对其提起诉讼。



CITY OF ARCADIA

STAFF REPORT

DEVELOPMENT SERVICES DEPARTMENT

DATE: August 12, 2025

TO: Honorable Chairperson and Historic Preservation Commission

FROM: Lisa L. Flores, Deputy Development Services Director
By: Edwin Arreola, Senior Planner

SUBJECT: RESOLUTION NO. 2173 – A REVIEW OF MILLS ACT APPLICATION NO. MILLS 25-01 FOR A 10 YEAR MILLS ACT CONTRACT BETWEEN THE CITY AND THE PROPERTY OWNER OF THE HISTORIC “BROD-PAPP HOUSE” AT 1203 OAKWOOD DRIVE AND FORWARDING A RECOMMENDATION TO CITY COUNCIL

CEQA: Not A Project
Recommendation: Adopt

SUMMARY

The Applicant and Property Owner, Chris Karlen on behalf of the Ismaili Karlen Family Trust, is requesting that the Historic Preservation Commission recommend approval to the City Council of Mills Act Application No. MILLS 25-01 to enter into a 10 year Mills Act contract between the City and the Property Owner of the historic “Brod-Papp House” for the repair, rehabilitation, restoration, and maintenance of that property located at 1203 Oakwood Drive.

It is recommended that the Historic Preservation Commission find that the proposed contract agreement is not a project under Section 15061(b)(3) of the California Environmental Quality Act (“CEQA”), and adopt Resolution No. 2173 (Attachment No. 1), recommending that the City Council approve the Mills Act contract.

BACKGROUND

The subject property is an 18,988 square foot corner lot that is located at the northwest corner of Oakwood Drive and E. Sycamore Avenue in the Highlands

Homeowners' Association – refer to Figure 1 below and Attachment No. 2 for an aerial photo and zoning information. The site has a 2,113 square foot single-story Mid-Century Modern house with an attached two-car garage that was built in 1949. The site has decorative landscaping and mature growth trees, including two oak trees, a screened garden room, and a swimming pool around the northeast corner of the house.



Figure 1 – Aerial of the Subject Site

On December 17, 2024, the City Council adopted Resolution No. 7605, designating the home at 1203 Oakwood Drive as a historical local landmark due to its significance as an outstanding example of the Mid-Century Modern architectural style that was designed by the famed architect, Richard Neutra – refer to Figure 2 below.



Figure 2 – The Brod-Papp House, front entry from Oakwood Drive

One of the incentives granted to property owners of historic landmarks is the ability to apply for the Mills Act Property Tax Abatement Program (“Mills Act”). This program was enacted in 1972 by the State of California to allow local governments the authority to enter into contracts with owners of qualified historic properties who actively participate in the repair, rehabilitation, restoration, and maintenance of their properties to receive property tax relief to offset the costs of maintaining a historically designated property. This Mills Act Application is the first submitted to the City, despite there being two properties currently eligible for the program, including the Arcadia Women’s Club at 324 S. 1st Avenue.

Mills Act contracts must comply with Sections 50280 through 50290 of the California Government Code. Requirements include a minimum 10 year term, adherence to the Secretary of the Interior’s Standards for the Treatment of Historic Properties and State Historic Building Code which specify the types of rehabilitation allowed, authorization for periodic inspections to ensure compliance, and that the contract be binding upon all successors-in-interest of the owner. Additionally, all proposed improvements to the structure under the Mills Act must be made to the exterior of the structure.

Once the Mills Act application is deemed complete, it is then presented to the Historic Preservation Commission for recommendation to the City Council. The City Council,

in its sole discretion, will authorize the execution of the Mills Act contract. This approval is procedural and does not require a public hearing. After approved, the City Attorney will prepare the contract, ensuring it includes all provisions required by state law and the City’s Development Code.

Following the contract’s executive, the City notifies the Los Angeles County Assessor’s Office. Each year, the Assessor calculates a new taxable value for the property based on state guidelines. This can be as much as 40% to 60% of the pre-Mills Act contract tax rate, resulting in significant property tax savings. However, because Mills Act property are assessed annually, taxes may increase or decrease from year to year depending on the market conditions, so the amount of tax relief over the 10 year contract period may vary. Additionally, all Mills Act contract benefits are transferable if the qualified historical property is sold.

As part of the Mills Act Application, the property owner must submit a rehabilitation plan outlining the proposed work to maintain the historical integrity of the structure. The property owner has submitted such a plan, listing the work to be completed within the 10 year contract period. The plan includes the following:

Proposed Scope of Work	Estimated Cost	Year of Proposed Work
1. The redwood siding and window framing around the home will be refinished and/or replaced – refer to Figure 3 below.	\$25,000	1
2. The aluminum windows will be re-puttied, stripped, and repainted with some windows also having their glass replaced – refer to Figure 3 below.	\$15,000-25,000	1
3. The planter in front of the home will be rehabilitated.	\$5,000-15,000	1
4. A glass panel facing the living room will be replaced with tempered	\$4,000	1

glass due to cracking and water damage.		
5. The garage door and the entry door facing Sycamore Avenue will be replaced with a redwood doors to match the rest of the home – refer to Figure 5 below.	\$15,000	1 and 2
6. The exterior of the home will be repainted, with certain portions re-stuccoed – refer to Figure 6 below.	\$15,000	2
7. The roof will be replaced – refer to Figure 7 below.	\$30,000	3
Total Investment in Rehabilitation	\$109,000-129,000	



Figure 3 – Redwood siding and window frame and windows in need of repair



Figure 4 – Planter in need of rehab



Figure 5 – Garage door to be replaced with redwood door



Figure 6 – Northeast elevation of the home, walls will be repainted and/or re-stuccoed

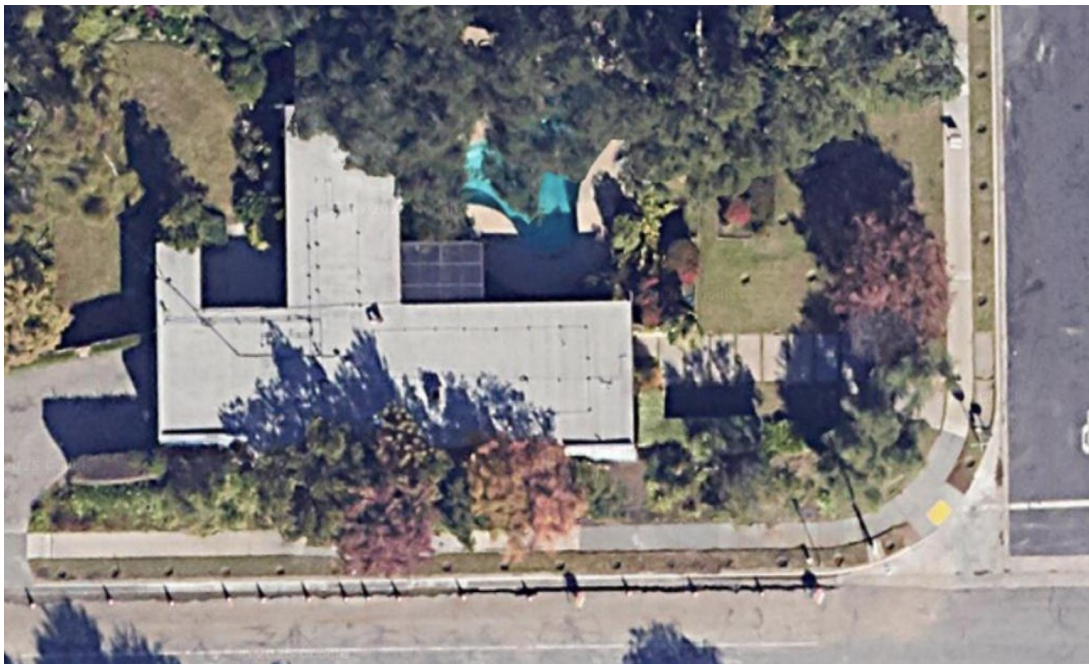


Figure 7 – Flat roof to be replaced

The estimated cost of the proposed improvements ranges from approximately \$4,000 for replacing the glass panel in the living room to as much as \$30,000 for reroofing the home. The total estimated cost for all improvements is approximately \$109,000 to \$129,000. As of 2024, the assessed value of the home is \$1,675,000, resulting in an annual property tax of \$18,983.

DISCUSSION

The Applicant and Property Owner is requesting that the Historic Preservation Commission recommend approval of Mills Act Application No. MILLS 25-01 to the City Council. The request is to enter into a 10 year contract, which is the minimum term, with the City for property tax abatement, helping to offset the costs of repairing, rehabilitating, restoring, and maintaining the historically designated “Brod-Papp House” located at 1203 Oakwood Drive.

The Applicant meets all of the eligibility requirements outlined in Development Code Section 9103.17.100(A), including ownership of a qualified historic property. The property was designated a historic landmark in December 2024. A comprehensive rehabilitation plan has been submitted, detailing proposed work that will preserve and enhance the architectural integrity of the “Brod-Papp House” over the 10 year term of the contract.

The proposed scope of work is intended to preserve the home’s Mid-Century Modern architectural character. This includes the replacement of windows and wood elements, as well as the installation of new garage and entry doors that are consistent with the home's original materials. All proposed work will comply with the Secretary of the Interior’s Standards for the Treatment of Historic Properties and the State Historic Building Code.

Some elements of the project will be subject to design review and approval through a Short Review Application by the Architectural Review Board of the Highlands Homeowners’ Association. However, because all the work involves rehabilitation and maintenance of existing features and does not alter the historic character of the structure, a Certificate of Appropriateness is not required. This application is typically necessary only for major or minor alterations that could adversely impact the significance of a designated historic landmark.

The Mills Act contract shall automatically renew each year unless either the Applicant or the City provides written notice of non-renewal prior to the expiration of the current term. The contract may be cancelled or modified, following written notice to the Applicant, if the Applicant fails to comply with any of the terms or conditions of the agreement, or if the property is destroyed. Non-compliance may include the failure to complete any improvements within a given year.

The City will conduct periodic inspections throughout the term of the contract to ensure that progress is being made in accordance with the Applicant's approved work plan and that all improvements are consistent with the requirements of the Mills Act. If any alterations to the approved work plan are proposed during the life of the contract, the City must review and may approve those changes administratively.

The Mills Act program provides property tax abatement to support the preservation of significant historic resources. While this results in a modest reduction in annual property tax revenue, it reflects the City's commitment to protecting its architectural and cultural heritage. In this case, the cost of the proposed improvements—ranging from \$4,000 to \$30,000 matches or exceeds the estimated annual tax savings, reflecting a significant investment in the long-term preservation and upkeep of the property.

ENVIRONMENTAL ANALYSIS

It has been determined that the project is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines. This provision applies to activities where it can be clearly demonstrated that there is no possibility of a significant environmental impact. Since the application involves the execution of a Mills Act contract and does not involve any physical alterations to the environment, the approval of this contract is not considered a project under CEQA and therefore will not result in any significant environmental effects.

RECOMMENDATION

It is recommended that the Historic Preservation Commission find that the proposed contract agreement is not a project under Section 15061(b)(3) of the California Environmental Quality Act ("CEQA"), and adopt Resolution No. 2173 (Attachment No. 1), recommending that the City Council approve the Mills Act contract.

If any Historic Preservation Commissioners, or other interested party has any questions or comments regarding this matter prior to the August 12, 2025 hearing, please contact Senior Planner, Edwin Arreola at (626) 821-4334, or by email at earreola@ArcadiaCA.gov.

Resolution No. 2173 – MILLS 25-01

August 12, 2025

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Approved:

A handwritten signature in blue ink, appearing to read 'Lisa L. Flores', with a long horizontal stroke extending to the right.

Lisa L. Flores

Deputy Development Services Director

Attachment No. 1: Resolution No. 2173

Attachment No. 2: Mills Act Application No. MILLS 25-01 and Work Plan

Attachment No. 1

Resolution No. 2173

RESOLUTION NO. 2173

A RESOLUTION OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF ARCADIA, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE MILLS ACT APPLICATION NO. MILLS 25-01 FOR A 10 YEAR MILLS ACT CONTRACT BETWEEN THE CITY AND THE PROPERTY OWNER OF THE HISTORIC "BROD-PAPP HOUSE" AT 1203 OAKWOOD DRIVE

WHEREAS, on June 9, 2025, Mills Act Application No. MILLS 25-01 was filed by the Property Owner, Chris Karlen on behalf of the Ismaili Karlen Family Trust ("Applicant"), requesting to enter into a 10 year Mills Act Property Tax Abatement Program contract with the City for the repair, rehabilitation, restoration, and maintenance of the property at 1203 Oakwood Drive ("Brod-Papp House"); and

WHEREAS, on July 29, 2025, Planning Services completed an environmental assessment for the Mills Act Application No. MILLS 25-01 and determined that it is not subject to CEQA under Section 15061(b)(3) of the CEQA Guidelines. This section applies to activities where it can be seen with certainty that there is no possibility the activity may have a significant effect on the environment. Since the application involves the execution of a Mills Act contract and does not entail any physical changes to the environment, it can be concluded with certainty that its approval will not result in a significant environmental impact; and

WHEREAS, on August 12, 2025, the application was presented before the Historic Preservation Commission, at which time the Historic Preservation

Commission reviewed the application for the purposes of transmitting a recommendation to the City Council regarding the approval of a Mills Act contract for the property.

NOW, THEREFORE, THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF ARCADIA, CALIFORNIA, HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The factual data submitted by the Community Development Division in the staff report dated August 12, 2025, are true and correct.

SECTION 2. This Commission finds, based upon the entire record, pursuant to section 9103.17.100(A) of the Development Code, that the property is an individually designated historic landmark that is eligible to enter into a Mills Act contract with the City of Arcadia for the repair, rehabilitation, restoration, and maintenance of the property as outlined in the Applicant's rehabilitation plan. The following provisions shall be included in the Mills Act contract executed between the City of Arcadia and the Applicant:

- a. The term of the contract shall be for a minimum of 10 years.
- b. The Applicant shall be required to comply during the term of the contract with the Secretary of the Interior's Standards for the Treatment of Historic Properties as well as the State Historic Building Code.
- c. The City shall be authorized to conduct periodic inspections to determine the Applicant's compliance with the contract.

d. The contract shall be binding upon all successors-in-interest of the owner.

SECTION 3. Pursuant to the California Environmental Quality Act ("CEQA"), the Mills Act Application No. MILLS 25-01 is not subject to CEQA under Section 15061(b)(3) of the CEQA Guidelines. This section applies to activities where it can be seen with certainty that there is no possibility the activity may have a significant effect on the environment. Since the application involves the execution of a Mills Act contract and does not entail any physical changes to the environment, it can be concluded with certainty that its approval will not result in a significant environmental impact.

SECTION 4. For the foregoing reasons, the Historic Preservation Commission finds that the Mills Act Contract is not subject to the California Environmental Quality Act ("CEQA") and recommends that the City Council approve Mills Act Application No. MILLS 25-01, authorizing a 10 year contract between the City and the property owner of the historic "Brod-Papp House" at 1203 Oakwood Drive.

SECTION 5. The Secretary shall certify to the adoption of this Resolution.

[SIGNATURES ON THE NEXT PAGE]

Passed, approved and adopted this 12th day of August 2025.

Marilynne Wilander
Chair, Historic Preservation
Commission

ATTEST:

Lisa L. Flores
Secretary

APPROVED AS TO FORM:



Michael J. Maurer
City Attorney

Attachment No. 2

Mills Act Application No. MILLS 25-01
and Work Plan



MILLS _____

MILLS ACT PROPERTY TAX ABATEMENT PROGRAM APPLICATION

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED):

PROPERTY ADDRESS 1203 Oakwood Drive ZIP 91006

ASSESSOR'S PARCEL NUMBER 5771-017-008

PROPERTY OWNER NAME(S) Ismaili Karlen Family Trust

MAILING ADDRESS 1203 Oakwood Drive

CITY Arcadia STATE CA ZIP 91006

E-MAIL ADDRESS chris.karlen@nmrk.com

TELEPHONE NO. 323.243.7884

PROPERTY INFORMATION:

BUILDING SIZE (SQUARE FEET) 2,117

ASSESSED VALUE \$1,675,000



THE PROPERTY OWNER(S) HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.

[Signature] 6/9/2025
PROPERTY OWNER'S SIGNATURE DATE

DATE FILED 6/9/25 RECEIPT NO. NA PAID [initials] RECEIVED BY EA

FILING REQUIREMENTS

In order for this application to be processed, the application must include all of the following materials. To ensure that your application package is complete, please check-off the boxes next to the required application materials.

- Completed and signed application form;
- An Ownership Disclosure is required if the property is owned by a corporation, partnership, trust, or non-profit. The disclosure must reveal the agent for service of process or an officer of the ownership entity. The disclosure must list the names and addresses of all the owners, and you must attach a copy of the current corporate articles, partnership agreement, trust, or non-profit document, as applicable;
- Completed Rehabilitation/Restoration/Maintenance Work Plan (attached)
- Copy of the latest grant deed, deed of trust, or title report for the property, including a complete legal description. A title report shall be prepared by a title insurer, and dated no later than 90 days from the filing of the historic landmark application;
- Site plan drawn to scale indicating locations of all buildings on the property, street names, north arrow, and dimensions (see example attached);
- High-resolution digital photographs of the property (jpg or tiff files). Please provide a baseline of seven photos: 2 property and grounds overviews, 1 photo of each façade (4 total), and 2 oblique photos showing the front and side façades of the building. Include additional photos as needed to depict historic ancillary buildings (garages, etc.), landscape features, and areas of proposed and completed work;
- A financial analysis form showing current property taxes and estimated taxes for the property under the contract (download from City's website);
- Filing Fee - \$1,575

CITY OF ARCADIA
REHABILITATION / RESTORATION / MAINTENANCE WORK PLAN

PROPERTY ADDRESS: 1203 Oakwood Drive

Use this form for your rehabilitation, restoration, and maintenance plan and timeline. In this plan, include all of the expected maintenance, restoration, and replacement of historic features on the property. Do not include work related to modernization, remodels, or construction of new elements. Copy this page as necessary to include all items that apply to your property. Begin by listing recently completed rehabilitation/restoration/maintenance work (if applicable) and continue with work proposed to complete within the next 10 years in order of priority.

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: Redwood Siding

Cost \$ 25,000 (approximate) Contract Year of Proposed Work Completion: 1

Description of work: **The home has extensive redwood features (siding, features around windows) that all needs refinished and replaced in certain area (bottoms of windows in living room due to rot).**

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: Aluminum window frames

Cost \$ 15,000 - 25,000 (approximate) Contract Year of Proposed Work Completion: 1

Description of work: **All of the aluminum windows need re-puttied/bondo, stripped and repainted. May include some glass replacement**

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: Garage door and door to garage facing Sycamore Avenue

Cost \$ 15,000 (approximate) Contract Year of Proposed Work Completion: 1 and 2

Description of work: **Garage door needs to be replaced with a redwood door to match rest of home. The entry door to garage facing Sycamore needs replaced with a redwood door.**

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: Roof

Cost \$ 30,000 (approximate) Contract Year of Proposed Work Completion: 3

Description of work: **The roof needs replaced**

CITY OF ARCADIA
REHABILITATION / RESTORATION / MAINTENANCE WORK PLAN

PROPERTY ADDRESS: 1203 Oakwood Drive

Use this form for your rehabilitation, restoration, and maintenance plan and timeline. In this plan, include all of the expected maintenance, restoration, and replacement of historic features on the property. Do not include work related to modernization, remodels, or construction of new elements. Copy this page as necessary to include all items that apply to your property. Begin by listing recently completed rehabilitation/restoration/maintenance work (if applicable) and continue with work proposed to complete within the next 10 years in order of priority.

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: Planter in front of home

Cost \$ \$5,000 - \$15,000 (approximate) Contract Year of Proposed Work Completion: 1

Description of work: **Planter in front of home is brick and needs paint removed or veneered with thin brick. Original plans were for it to be ledgestone/flagstone and I may explore that option as well.**

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: Large glass panel in living room

Cost \$ 4,000 (approximate) Contract Year of Proposed Work Completion: 1

Description of work: **One of the large glass panels in the living room is cracked and also has extensive hard water spot damage. Need replaced with tempered glass.**

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: Exterior needs repainted

Cost \$ 15,000 (approximate) Contract Year of Proposed Work Completion: 2

Description of work: **Exterior needs repainted along with some stucco repair**

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: _____

Cost \$ _____ (approximate) Contract Year of Proposed Work Completion: _____

Description of work: _____