



## City of Saratoga

# HERITAGE PRESERVATION COMMISSION MINUTES

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**Date:** Tuesday, March 8, 2011 - 8:30 a.m. in Warner Hutton House

**Place:** Regular Meeting – Warner Hutton House (please meet outside in the parking lot due to site visits)

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### 1. Routine Organization

#### A. Roll Call

**ATTENDED:** Marra, Tai, Cappello, Shah, Conrado, Gomersall

**ABSENT:** Heid

**STAFF:** Assistant Planner Fossati, City Arborist Bear

**GUESTS:** Councilmember Hunter, Marilyn Marchetti, Stuart Campbell

#### B. Approval of minutes from February 8, 2011 meeting **Conrado moved to approve minutes, Cappello second. Ayes 6, Noes 0.**

#### C. Posting of Agenda – Pursuant to Government Code Section 54954.2, the agenda was posted on March 3, 2011. **Agenda properly posted.**

#### D. Oral & Written Communication - Any member of the public may address the Commission about any matter not on the agenda for this meeting for up to three minutes. *Commissioners may not comment on the matter but may choose to place the topic on a future agenda.* **Stuart Campbell of 14501 Big Basin Way (i.e. Cloud-Smith Building) discussed possible remodeling options for building. Staff informed Mr. Campbell that an application is required in order to solicit comment from the HPC. Mr. Campbell stated that once the work is determined, he will present it to the HPC for review.**

#### E. Oral Communications –*Instruction to staff regarding actions on current Oral Communications.* **None**

### 2. New Business

#### A. 20200 Mendelson Lane - Review proposed remodel and addition of an existing two- story, single-family home. Existing residence was built circa 1920's. **Discussion on the proposed addition and the impact to an existing tree on the property. HPC requested project be continued to a date uncertain, due to the possible redesign of the residence due to the existing protected tree. Cappello recommended that structure be added to the Heritage Resource Inventory, Shah second. Ayes 5 (Tai left during the meeting), Noes 0.**

#### B. Budget for 2011/2012 **Informed HPC that they have approximately \$1,000 in their budget. The monies should be used to pay for training and educational opportunities for the Commission. Chair Gomersall asked if OHP responded to HPC requests of hosting a joint venture regarding heritage preservation. Staff informed the HPC that OHP has not responded to the City's request. Waiting for response.**

3. Old Business

A. Heritage Trees Update – Review of proposed criteria and process to establish Heritage Tree Inventory. **HPC discussed proposed protocol for the creation of a Heritage Tree list. HPC recommended that the City bear the costs of administering and maintaining the Heritage Tree list, with the exception of purchase of a plaque or other type of physical award. Conrado moved to approve as amended, Marra seconded. Ayes 5, Noes 0.**

B. Heritage Sign Update - **Item discussed.**

C. New Chair – **Chair Gomersall recommended that Commissioner Conrado take on role of HPC Chair. Conrado accepted. Commissioner Conrado recommended that Commissioner Cappello take on role of Vice-Chair. Cappello accepted. All commissioners were in favor of change to take place in April 2011.**

4. Adjournment

Adjourn to 8:30 a.m. Tuesday, April 12, 2011, Warner Hutton House, 13777 Fruitvale Avenue. **Meeting adjourned.**

***Please advise the Chair if you will be absent from the next scheduled meeting***