



City of Saratoga
HERITAGE PRESERVATION COMMISSION
MINUTES

Date: Tuesday, January 10, 2012 - 8:30 a.m.

Place: Regular Meeting – Admin Conference Room

1. Routine Organization

A. Roll Call

ATTENDED: Heid, Marra, Shah, Conrado, Cappello, Marchetti

ABSENT: Gomersall (excused)

B. Approval of minutes from December 13, 2011 meeting **Cappello moved to approve minutes as amended, Marchetti second. Ayes 6, Noes 0.**

C. Posting of Agenda – Pursuant to Government Code Section 54954.2, the agenda was posted on January 5, 2012. **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.* **None**

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

2. New Business

A. **14091 Fruitvale Avenue (Sunshine Williams)** – Review of an application by Thang Do (property owner) to recommend the designation of the Sunshine Williams House as a Historic Landmark. The structure is currently considered a Heritage Resource, but not a Historic Landmark. The Heritage Commission may recommend to the City Council designation of a proposal as a historic landmark if it satisfies any two or more of the criteria listed per City Code Section 13-10.050 and also retains a substantial degree of architectural and structural integrity with respect to the original design, as determined by the Heritage Commission. **Commission discussed. Marchetti moved to continue item to next available meeting (2/14). Marra second. Ayes 6, Noes 0.**

3. Old Business

A. HPC Review of sites that are potentially “encampments”. **Commission discussed. Commissioner Cappello to research possible encampments in the Village. Directed Staff to agendize to next available meeting (2/14).**

B. Village Design Guidelines – When are they applicable? **Staff informed Commission guidelines used for Design Review application and discretionary approvals.**

C. Heritage Trees – Starting List. **Staff to educate Commission on Heritage**

Tree application process for City-owned trees. Directed Staff to agendize to next available meeting (2/14).

D. Properties on Inventory – Next Steps for HPC. **Discussion of possible new properties (water tankhouses) to be added to Heritage Inventory.**

E. Hakone Update – Application for National Register. **Commissioner Marchetti informed the Commission that the Hakone Application was almost complete. Staff to update Commission once application is submitted.**

5. Adjournment

Adjourn to 8:30 a.m. Tuesday, February 14, 2012, Warner Hutton House, 13777 Fruitvale Avenue. **Meeting adjourned.**