



City of Saratoga

HERITAGE PRESERVATION COMMISSION MINUTES

Date: Tuesday, December 13, 2011 - 8:30 a.m. for Site Visits (Reconvene at Admin Conference Room by approximately 9:00 am)

Place: Regular Meeting – Admin Conference Room (please meet outside in the parking lot due to site visits)

1. Routine Organization

A. Roll Call

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

ABSENT: Heid

B. Approval of minutes from November 15, 2011 meeting **Shah moved to approve, Marra second. Ayes 6, Noes 0.**

C. Posting of Agenda – Pursuant to Government Code Section 54954.2, the agenda was posted on December 8, 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.* **Chair Conrado informed HPC of e-mail communication from Annette Stransky (regarding possible Heritage Resources) and Ann Waltonsmith (regarding the development at 14651 Big Basin Way). Commission discussed.**

E. Oral Communications –*Instruction to staff regarding actions on current Oral Communications.* **Chair Conrado directed Staff to agendize discussion of development at 14651 Big Basin Way and history of Saratoga “encampment” to future meeting. Discussion regarding possible Heritage Resources will be discussed as an ongoing process for future HPC meetings, but at no specific dates. HPC also directed Staff to agendize discussion regarding Village Guidelines.**

2. New Business

A. **14238 Saratoga Avenue** – Review proposed addition of attached garage to existing single-story, single family residence. Review required since project location is along Heritage Lane. **Marchetti moved to approve, Gomersall second. Commission discussed. Ayes 6, Noes 0. Recommendation approved.**

B. **Recap of Joint Meeting between City Council and HPC** – Review of topics discussed at joint meeting. **Commission discussed recap of joint meeting between City Council and HPC. HPC to possibly create policy for Planning Staff to follow regarding how possible historic structures are treated. HPC directed Staff to agendize topic to next available HPC Meeting.**

3. Old Business

- C. Update on Hakone Gardens application status - **Commissioner Marchetti informed HPC of the progress of the application for National Landmark Status for Hakone Gardens. Informed the HPC that the application should be complete next month for review by the HPC.**
- D. Review of Heritage Tree Ordinance - **HPC discussed ordinance approved by City Council regarding officially designating Heritage Trees within the City. HPC directed Staff to obtain list of trees designated by the Heritage Tree Society of Saratoga and agenda for future meeting.**

4. Adjournment

Adjourn to 8:30 a.m. Tuesday, January 10, 2012, Warner Hutton House, 13777 Fruitvale Avenue. **Meeting adjourned.**