



City of Saratoga

HERITAGE PRESERVATION COMMISSION

DRAFT MINUTES

Date: Tuesday, March 12, 2013 / 8:30 A.M.

Type: Regular Meeting

Place: Administrative Conference Room – 13777 Fruitvale Avenue

1. Routine Organization

A. Roll Call

Present: Cappello, Conrado, Marchetti, Marra, Nugent, Shah

Staff: Christopher Riordan, Cindy McCormick

B. Designate New Chair. *Commissioner Cappello nominated as Chair for 2013 – Approved 6-0*

C. Review of minutes from February 12, 2013 meeting. *Approved as amended 6-0*

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. Review 2011-2012 Certified Local Government Report prior to submitting to the California Office of Historic Preservation *Commission corrected a typo, clarified who was present at each meeting, clarified that there were no HPC meetings in May and August, and clarified that some of questions were not applicable – Approved as amended 6-0*

B. Discuss preparation of Department of Parks & Recreation Form (DPR) 523 for recent and future properties added to the Heritage Resource Inventory – *Commission directed staff to verify state requirements for DPR. Commission discussed importance of DPR for Designated Landmarks and Mills Act Applications but felt the preparation of a DPR might be a barrier to getting more properties on the City's Inventory. Commission clarified that the reason for designating a property for the City's Inventory is not provided on the Inventory document but is memorialized in the minutes.*

C. Discuss Heritage Tree Inventory vs. Heritage Tree Survey Distinction – *Commission indicated that the term "Designated Heritage Tree" would adequately distinguish trees that are designated by the Commission for inclusion on the Inventory, from the "Heritage Tree Inventory" which is voted on by the City Council. The Commission directed staff to schedule this recommended change for review by the City Council. Approved 6-0*

D. Discuss City Jurisdiction regarding West Valley College Tree Protection –
Commission directed staff to advise the City Council that potential heritage trees at West Valley College may be in danger due to construction practices. Approved 6-0

3. Old Business

F. 21000 Big Basin Way (Hakone Estate & Gardens) Sign Application - Review revisions to proposed Monument Signs for Hakone Estate & Gardens – *Staff gave the Report. The Chair opened the Public Hearing. Ann Waltonsmith (Hakone Board member) and Lon Saavedra (Hakone President) spoke on the application. Lon Saavedra indicated that story poles of the sign had been demonstrated at the entrance to Hakone Estate and Gardens, showing the proposed layout. Commissioner Shah indicated that she had seen the proposed layout and felt it met the Commissions direction at the last meeting. Lon Saavedra verified that the dimensions of the sign are as shown on the plans and that the sign would be angled at approximately 90 degrees. Lon Saavedra also verified that landscaping would be provided behind the sign to screen it from visitors as they leave the Hakone Estate and Gardens. The Chair closed the Public Hearing. Approved 6-0*

3. Commissioner Comments -

4. Adjournment – *Meeting adjourned at 9:21 a.m.*