



City of Saratoga
HERITAGE PRESERVATION COMMISSION
DRAFT MINUTES

Date: Tuesday, April 9, 2013 / 8:30 A.M.
Type: Regular Meeting
Place: Administrative Conference Room – 13777 Fruitvale Avenue

1. Routine Organization

- a. Roll Call
 - i. Present: *Cappello, Conrado, Marchetti, Marra, Nugent, Shah*
 - ii. Staff: *Christopher Riordan, Cindy McCormick*
 - iii. Public: *Larry Schuck*
- b. Review of minutes from March 12, 2013 meeting. *Approved 5-0, 1 abstained*
- c. 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*
- d. Oral Communications –Instruction to staff regarding actions on current Oral Communications. *None*

2. New Business

- a. Introduce Larry Schuck – *Chair Cappello introduced Larry Schuck, the newly appointed HPC member, who will be sworn in by the City Council on April 17th 2013.*

3. Old Business

- a. Department of Parks & Recreation Form (DPR) 523 – *The HPC discussed whether applicants should complete a DPR for adding a property to the Heritage Resource Inventory. Members of the HPC felt that completing the lengthy form would be a deterrent to potential applicants.* [Staff later verified that the State does not require DPR surveys for local inventories.]

4. Commissioner Comments – *The HPC directed staff to add an “action item” list to the Agenda.* [The agenda will be updated for the June 11th meeting.]

5. Adjournment – *Meeting adjourned at 8:51 a.m.*