



City of Saratoga

HERITAGE PRESERVATION COMMISSION

DRAFT MINUTES

Date: Tuesday, May 14, 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, Schuck, Shah*
- ii. Staff: *Cindy McCormick*

b. Review of minutes from April 9, 2013 meeting. **Approved 6-0**

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.

- i. The HPC received correspondence from Jackie Welch, regarding potential omissions in the Application to list the Hakone Estate and Gardens in the National Register of Historic Places.
- ii. The HPC received correspondence from Annette Stransky regarding a home located at 19220 Citrus Lane that should be included on the Historic Resource Inventory. *[It was later determined that the "Spinazze house" located at 19220 Citrus Lane is listed as 19220 Saratoga-Los Gatos Road in the Historic Resource Inventory. The address was changed by the owner.]*

d. HPC direction to staff regarding Oral Communications –

- i. The HPC discussed whether the application to the National Register of Historic Places should be amended to reflect the correspondence from Mrs. Welch. The HPC indicated that the original application did not include any anecdotal information and that the information provided by Mrs. Welch would need to be verified. The HPC indicated that the information should be given to the Saratoga Historical Society for verification and documentation.
- ii. The HPC indicated that the home on Citrus Lane may have been listed as being located at 19229 Saratoga-Los Gatos Road – but this address is not on the current inventory. The Inventory does include a home located at 19221 Saratoga-Los Gatos Road, but this property is on the other side of Saratoga-Los Gatos Road (Highway 9) from Citrus Lane. Staff will do some research and get back to the HPC at the next meeting.

2. New Business

- a. **Heritage Tree Inventory process overview** – Staff provided a summary of the process of adding trees to the Heritage Tree Inventory, as described in the staff report. The City Arborist emphasized that the City Council signed a resolution (not an ordinance) and that inclusion on the list was honorary and would not impose any restrictions on removal of a tree outside of the City's current regulations. The City Arborist also stressed the importance of having an owner signature on file. The City Arborist also indicated that while the original intent was to have applicants send their applications directly to the City

Arborist, some applications are being sent to HPC members instead. In such case, the applications need to be sent directly to her (email: kbear@saratoga.ca.us). The HPC indicated that while the original intent was to have one City Council meeting per year to review Heritage Tree applications, it would be better to have more than one City Council meeting per year. The HPC directed staff to schedule the four recommended Heritage Trees at the next available City Council meeting. The remaining trees need to be reviewed by the City Arborist prior to scheduling them for review by the City Council.

i. ***Motion to schedule the four recommended Heritage Trees at the next available City Council meeting. Approved 7-0***

- b. **Heritage Resource Inventory update** – Staff provided a summary of the updated list of properties on the Heritage Resource Inventory, as described in the staff report. Staff indicated that the HPC would need to name each of the listed properties and provide an architectural style for each of the listed properties. The HPC assigned members to take photos of five homes added to the Inventory for discussion at the next meeting: 19908 Bella Vista (Paul); 13685 Saratoga Vista Avenue (Paula); 13514 Hammons Avenue (Larry); 20365 Williams Avenue (Marilyn); and 20200 Mendelsohn Lane (Rina). The HPC directed staff to bring “A Field Guide of American Houses” to the next HPC meeting for discussion of architectural styles. The HPC discussed using the original owner’s name as the “historic or common name” listed on the Inventory. One or two HPC members will research County records/tax rolls and Historical Foundation records for the original owner of the 10 latest homes added to the Heritage Resource Inventory.

3. Old Business

- a. none

4. Action Items –

- a. **Staff:** Research city records for a home located at 19220 Citrus Lane that is missing from the Historic Resource Inventory.
- b. **Staff:** Schedule the four recommended Heritage Trees at the next available City Council meeting.
- c. **Staff:** Speak with the City’s Administrative Analyst about Mrs. Welch’s comments regarding the Spring/Summer Saratogan article.
- d. **Staff:** Bring “A Field Guide of American Houses” to the next HPC meeting for discussion of architectural styles.
- e. **Commission:** Research County records/tax rolls and Historical Foundation records for original owner of the 10 latest homes added to the Heritage Resource Inventory.
- f. **Commission:** Take photos of five homes added to the Inventory for discussion of architectural style to be annotated on the Heritage Resource Inventory.

5. Commissioner Comments –

- a. The HPC directed staff to add an “action item” list to the Agenda.
- b. The Saratoga Historical Foundation will publish an article in a future newsletter about the process for adding trees and structures to the City’s Historic Inventory lists, Landmark Property List, and Mills Act List.
- c. One member of the HPC will advise the City Council, at a future meeting, to advise West Valley College to be careful with regard to the protection of trees (*approved 7-0*)

6. Adjournment – Meeting adjourned at 9:21 a.m.