



## City of Saratoga

# HERITAGE PRESERVATION COMMISSION

## AGENDA

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**Date:** Tuesday, October 8, 2013 / 8:30 A.M.

**Type:** Regular Meeting

**Place:** City Hall /Administrative Conference Room - 13777 Fruitvale Avenue

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### 1. Routine Organization

- a. **Roll Call**
- b. **Review of minutes** from *September 10, 2013* meeting.
- c. **Oral 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.
- d. HPC direction to staff regarding non-agendized oral communications - Commissioners may not comment on the matter but may choose to place the topic on a future agenda.

### 2. New Business

- a. **Heritage Trees** – City Arborist Kate Bear will discuss the process for designating Heritage trees and any current trees under consideration.
- b. **Review requirements for Heritage Lane / Historic District** – Overview of requirements for heritage lane/district (staff report). Review history of Austin Lane and Oak Street.

### 3. Old Business

- a. **HPC Training** – Select date/time for HPC training.
- b. **Heritage Inventory Update.**
  - i. **20365 Williams Avenue** – *Year: TBD. Name: TBD. Style: Craftsman*
  - ii. **20200 Mendelsohn Lane** - *Year: TBD. Name: TBD. Style: “Spanish Revival*

### 4. Action Items (update):

- a. **Email addresses** – reminder to please use the @saratoga.ca.us address. \*\*\*\*All future communications will be sent to your Saratoga address\*\*\*\*
- b. **Staff to add Heritage Tree Photos to website** – The Heritage tree applications and photos are on the website.
- c. **Mills Act Properties** – Staff added a section to the Inventory for Mills Act properties
- d. **Staff to check on status of Hakone Sign** – No building permit as of 9/30/13

- e. **Staff to check on status of 14310 Saratoga Avenue-** This new home was reviewed (and approved) by the HPC on March 10, 2009. Approved by Planning Commission on June 24, 2009.
- f. **Staff to check on regulation regarding neglected properties – City Code section 13-25.030 Duty to keep in good repair.** The owner, occupant, or the person in actual charge of a designated historic landmark or property located within a designated heritage lane or historic district shall keep and maintain in good condition and repair all exterior portions thereof, all interior portions thereof when subject to special regulation or control as specified in the designating ordinance or permit, and all interior portions thereof whose maintenance is necessary to prevent deterioration and decay of any exterior architectural feature or natural feature.
- g. **HPC training –**
  - i. Rina to set up meeting with Dennis Backlund in November to give a presentation on forming a historic district.
  - ii. HPC member to find out information on State Historic Preservation video regarding historic districts
  - iii. HPC member to talk to Beth Wyman about potential speakers

## 5. Commissioner Comments

## 6. Adjournment

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408) 868-1269 or [ctclerk@saratoga.ca.us](mailto:ctclerk@saratoga.ca.us). Requests must be made as early as possible and at least one full business day before the start of the meeting.

Any recommendation made by the Heritage Preservation Commission may be appealed to the Planning Commission within ten (10) days of the date of the decision. The appeal shall be taken by filing with the Secretary of the Planning Commission a written notice and filing fee within ten (10) days of the date of the decision.

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Historical Preservation Commission by City staff in connection with this agenda are available at the office of the Community Development Department Director at 13777 Fruitvale Avenue, Saratoga, California 95070. Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the Director at the time they are distributed to the Planning Commission.

### **CERTIFICATE OF POSTING OF AGENDA**

*I, Cindy McCormick, Planner for the City of Saratoga, declare that the foregoing agenda for the meeting of the Heritage Preservation Commission was posted and available for public review on **October 3, 2013** at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us)*