



City of Saratoga

HERITAGE PRESERVATION COMMISSION

DRAFT MINUTES

Date: Tuesday, August 13, 2013 / 8:30 A.M.

Type: Regular Meeting

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

1. Routine Organization

a. Roll Call

- i. **Present:** Cappello, Marchetti, Marra, Nugent, Schuck, Shah
- ii. **Absent:** Conrado,
- iii. **Staff:** Cindy McCormick

b. Review of minutes from July 9, 2013 meeting. Approved 5-0 (1 absent, 1 abstained)

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. None

2. New Business

a. Quarry Update –The City Engineer, Iveta Harvancik, provided an update. The City owns the property and there is a joint open space easement with the Midpeninsula Regional Open Space District and the Santa Clara County Open Space District. Iveta also indicated that a Master Plan will be developed for the property.

b. Quarry Park History Focus Group - The HPC Vice-Chair indicated that the consultant is gathering information rather than providing information, at this point. The City Engineer, Iveta Harvancik, said that three groups were put together to come up with ideas. The ideas included limiting what could be built on the site. The groups did not want housing to be built, but felt that a recreation use would be OK. A summary of the July 9th Quarry workshop was emailed to all of the HPC members on August 13th. Iveta also indicated that there would be another meeting on September 10th at 6:30pm where the consultant will provide a report on their findings to date. The report will not include any historical or biological data. The consultant is still looking for people (including residents and members of the Historical Foundation) with information on the historical use of the property.

c. Saratoga Historical Foundation Board (SHFB) meeting – The HPC Vice-Chair indicated that members of the SHFB would like to attend future HPC trainings if possible. The HPC concluded that would be possible but there would need to be a limit on the number of additional attendees due to room size limitation. The Chair also indicated that the City Mayor, Jill Hunter, would like to see the Grover House and John Henry House moved to another location if any projects are proposed on those properties. Staff, Cindy McCormick, indicated that no projects had been submitted to the City as of the previous week.

- d. **HPC Training update** – The proposal from April Halberstadt was discussed. The HPC decided to wait to make a decision on training since the Commission was already certified for the period between October 1st 2012 and September 30, 2013. The next required training will need to be completed by September 30, 2014. Commissioner Shah indicated that she would contact Dennis Backlund from Palo Alto about possibly providing some training.
- e. **Mills Act Overview** – Staff provided an overview of the Mills Act program. The HPC asked for clarification on who is tracking preservation of the Mills Act homes. The HPC asked staff to bring back a report on which Mills Act properties have been inspected (if any) and whether anyone had submitted a request for non-renewal. The HPC also asked staff to provide the Commission with a schedule for future inspections. The HPC would like to see the 5 year schedule called out in future contracts. The HPC would like future applicants to start using the County form for application to the Mills Act program, since Mills Act properties are recorded with the County.
- f. **Website:** Continued to next meeting
- g. **21164 Tollgate Road.** Continued to next meeting

3. Old Business:

- a. **Heritage Inventory Update.** Review photos taken by Commissioners and discuss the architectural style, name, and age of homes added to the Heritage Resource Inventory.
 - i. **13685 Saratoga Vista Avenue - Year:** 1950. *Name:* Butner House. *Style:* Modern
 - ii. **13764 Saratoga Vista Avenue (tank house only) - Year:** TBD. *Name:* Tank House
Style: n/a
 - iii. **20365 Williams Avenue – Year:** TBD. *Name:* TBD. *Style:* Craftsman
 - iv. **20200 Mendelsohn Lane - Year:** TBD. *Name:* TBD. *Style:* “Spanish Revival”

4. Action Items Update

- a. **Demolition permit:** Staff indicated that there are no regulations against demolishing a property listed on the *Heritage Inventory*. However, a permit is required to “alter, demolish, remove, relocate or otherwise change any exterior architectural feature or natural feature of a *designated historic landmark* or structure within a designated *heritage lane* or *historic district*.”
- b. **John Henry House:** Staff to provide update at September meeting. Staff indicated that no permits had been applied for as of August 8th.
- c. **Grover House** - Staff to provide update at September meeting
- d. **Quarry update** - Staff to email Quarry update memo
- e. **Heritage Tree Recognition** – The Chair will talk with City staff about honoring the Heritage Tree property owners prior to the next Arbor Day. The Chair will talk with City staff about tree tags that mark the Heritage trees.
- f. **Website update** – City staff added the Heritage Tree Inventory to the website
- g. **HPC training** –
 - i. Staff to find out when the last training was
 - ii. Alex to send California Preservation Foundation power point webinar presentation of acronyms.
 - iii. Rina to speak with Dennis Backlund from Palo Alto about possibly providing some training.

- iv. HPC member to find out information on State Historic Preservation video regarding historic districts
- v. HPC member to talk to Beth Wyman about potential speakers
- h. **Historic District** – Rina would like to do research on making the Village a Historic District or Lane. Staff indicated that the Council was not receptive to this idea. However, Rina indicated that she felt the Council was open to the idea at their January retreat.

5. Commissioner Comments

6. Adjournment