



## City of Saratoga

# HERITAGE PRESERVATION COMMISSION

## AGENDA

---

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

**Type:** Regular Meeting

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

---

### 1. Routine Organization

- a. **Roll Call**
- b. **Review of minutes** from *October 8, 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. **Warner Hutton House storage building** – Site Visit at 8:30 a.m. City staff Thomas Scott will present the proposal during the site visit. *Staff Report attached.*
- b. **14630 Big Basin Way - John Henry House (1869)** - Site Visit at approximately 9:00 a.m. The owner is proposing to replace the structure with a new building. The John Henry House is on the Heritage Resource Inventory but is not a Landmark and is not on a Heritage Lane or in a Heritage District. *The DPR, Heritage Resource Survey, and Staff Report for this structure are attached.*
- c. **20399 Park Place – Pergola/trellis reconstruction at Saratoga Foothill Club** - Site Visit at approximately 9:30 a.m. The Saratoga Foothill Club is on the Heritage Resource Inventory and has been designated a Landmark. It is mentioned in the California Register of Historical Resources and is listed on the National Register of Historic Places. The pergola is mentioned in the narrative description of the attached National Register of Historic Places registration form. *The National Register of Historic Places registration form, DPR, Heritage Resource Survey, and Staff Report for this structure are attached.*

### 3. Old Business

- a. **Heritage Trees** – The draft letter to future heritage tree owners is attached for discussion. The following trees are being reviewed by individual HPC members:
  - i. Alex: Farwell Oak
  - ii. Larry – Donna Lane Oak
  - iii. Marilyn – 4 City trees (Kevin Moran, Blaney Oak, Blaney Pine, District Office Oak)

- iv. Paul – Ravenwood
- v. Paula – Madronia Cemetery, West Valley College
- vi. Peter – Hakone Oak (2)
- vii. Rina – Douglas Oak

#### **4. Action Items for Discussion / Update:**

- a. Staff to provide an update on 14521 Big Basin Way – Grover House (1895)** – The owner applied for a demolition permit on October 28th and is in the process of obtaining all required signatures. However, the owner has indicated that he would be willing to have a discussion with the Planning Commission at the December 2013 meeting. The demolition permit has not been issued and no other applications have been submitted as of November 5th. The Grover House is on the Heritage Resource Inventory but is not a Landmark and is not on a Heritage Lane or in a Heritage District. (No Staff Report)
- b. Staff to update Mills Act Property List** – New document showing restoration progress has been updated and uploaded to the City’s website. (See attached)
- c. Staff to draft a letter to Heritage tree applicants** – The draft letter with dual signature line is attached and included under “Old Business” for discussion.
- d. Staff to provide HPC with a list of properties on Big Basin Way** – The HPC asked staff to provide a list of properties along Big Basin Way. The city is working with the County to obtain the most current list.
- e. Staff to check on status of Hakone Sign** – An application has not been received as of November 4<sup>th</sup>, however, it is staff’s understanding that an application should be submitted soon for review by the Planning Commission (possibly December).
- f. Staff to update website with HPC member email addresses** – Staff updated the city’s website to include the new @Saratoga email addresses. Phone numbers have been removed.
- g. Staff to add Heritage Tree Photos to website** – The Heritage tree photos are on the website. The applications have been removed from the website at an owner’s request. However, these are public documents and available upon request.
- h. Staff to provide an overview of electronic communications under the Brown Act** – The Chair asked staff to prepare the attached Brown Act electronic communications handout for HPC members to review. A future presentation on the Brown Act (broader overview) could be agendaized if requested.
- i. HPC training** –
  - i. November 19<sup>th</sup> 12:00 – 2:00pm – Admin Conf. Room (to be video-taped by KSAR).
  - ii. Rina to set up meeting with Dennis Backlund to give a presentation on forming a historic district.

## **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 **November 7, 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)*