



City of Saratoga

HERITAGE PRESERVATION COMMISSION

DRAFT MINUTES

Date: Tuesday, October 8, 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, Conrado, Marchetti, Marra, Nugent, Schuck, Shah
- ii. **Absent:** none
- iii. **Staff:** Cindy McCormick

b. Review of minutes. Conrado moved to approve the HPC Minutes for the *September 10, 2013* Meeting. *Motion Passed* on October 8, 2013. *Ayes:* Cappello, Conrado, Marchetti, Marra, Nugent, Shah. *Noes:* None. *Absent:* None. *Abstain:* Schuck

c. Oral Communication - None.

d. HPC direction to staff regarding non-agendized oral communications - None

2. New Business

a. Heritage Trees – Kate Bear, the City Arborist referred to a list of potential heritage trees from the *Heritage Tree Society*. Kate can help identify the location of the trees at West Valley College. The HPC needs to determine which trees should be added to the inventory and contact the owner. The HPC requested staff to draft a letter template for future heritage tree applicants. Each HPC member agreed to research the following trees by visiting the site and providing relevant information and photos to City staff

- 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 –
- vi. Peter – Hakone Oak (2)
- vii. Rina – Douglas Oak

b. Review requirements for Heritage Lane / Historic District – Staff gave an overview of the requirements for designating a heritage lane/district. The code allows the HPC to initiate designation of a heritage lane, but the designation is subject to rejection by the affected property owners. Given the potential for rejection, some HPC members felt it would be more productive to add individual properties to the Inventory and then look at those streets which have a significant number of designated properties. The HPC felt that individual properties on Big Basin Way would be a good start. The HPC asked staff to provide a list of properties along Big Basin Way. *Conrado moved to begin surveying properties on Big Basin Way for inclusion in the Heritage Resource Inventory. Motion Passed.* *Ayes:* Cappello, Conrado,

Marchetti, Marra, Nugent, Schuck, Shah. *Noes*: None. *Absent*: None. *Abstain*: None.

3. Old Business

a. HPC Training – The HPC and staff decided on November 19th at 12:00 noon as the date for training. The HPC requested that the two hour session be video-taped for future reference.

b. Heritage Inventory Update. The HPC will defer discussion of the names for the following two properties until after the November 19th training.

i. **20365 Williams Avenue** – *Year*: 1907. *Name*: TBD. *Style*: Craftsman

ii. **20200 Mendelsohn Lane** - *Year*: 1921. *Name*: TBD. *Style*: “Spanish Revival

4. Commissioner Comments

5. Adjournment