



City of Saratoga

HERITAGE PRESERVATION COMMISSION

AGENDA

Date: Tuesday, February 11 2014 / 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 *January 14, 2104* meeting.
- c. **Posting of Agenda** – Pursuant to Government Code Section 54954.2, the agenda was properly posted on *February 6, 2014*.
- d. **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.
- e. **HPC direction to staff regarding non-agendized communications** - Commissioners may not comment on the matter but may choose to place the topic on a future agenda.

2. New Business

Site Visits: 8:30 – 10:30 (approximate)

- 20400 Saratoga-Los Gatos Road
- 14417 Big Basin Way
- 21170 Big Basin Way

Return to City Hall for discussion of Agenda items:

- a. **20400 Saratoga-Los Gatos Road - Lady Fatima Sign** - Memo attached. Conduct a site visit of the property and review and comment on the application. The HPC recommendation will be forwarded to the Planning Commission.
- b. **14417 Big Basin Way – New Business Sign-** Memo attached. Conduct a site visit of the property and review and comment on the proposed signage.
- c. **21170 Big Basin Way** – Memo attached. Conduct a site visit of the property and review the criteria for possible inclusion of the home on the city's Heritage Resource Inventory.
- d. **19370 Saratoga-Los Gatos Road** – The City has received an application to subdivide a property from one lot into three lots. The existing house on the property was built in 1920 and is not currently listed on the City's Heritage Resource Inventory. No staff report.

- e. **HPC Budget FY2014-2015** – The HPC Chair has requested that the HPC review the upcoming fiscal year budget (July 1 2014 – June 30 2015) for training and the Commission’s 2014 work plan. The HPC expended the 2013/2014 fiscal year budget (\$750) for training. Any request to increase the 2014/2015 budget will be forwarded to the City Council for consideration. The Council will begin discussions of the city’s 2014/2015 general budget soon.
- f. **Arbor Day** - Discuss outreach efforts for the upcoming Arbor Day (April 22), including recognizing heritage tree property owners and setting goals to add new heritage trees to the inventory prior to Arbor Day. Discuss having an HPC booth at Arbor Day with applications for new heritage trees.
- g. **Blossom Festival** - Discuss outreach efforts for the upcoming Blossom Festival (March 22nd 10am – 4pm), including having an HPC booth with relevant information.
- h. **Training Summary** – On January 21st, Alex, Larry, Rina, and Cindy attended a webinar on design review of historic structures.

3. Old Business

- a. **Landmark List workplan** – Review HPC members’ suggested properties for possible inclusion on the Landmark List (list attached). Assign properties to individual HPC members. Review and comment on draft letter to property owners of heritage inventory properties.
- b. **Heritage Tree Inventory workplan** – The following trees are being reviewed by individual HPC members. Each HPC member will need to contact Kate Bear, the City Arborist, for next steps:
 - 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
 - vi. *Unassigned* – Hakone Oak (2) plus 5 others (recommended by Peter Marra)
 - vii. Rina – Douglas Oak
- c. **Heritage Inventory Update.** (see files during meeting)
 - i. **20365 Williams Avenue** – *Year: 1907. Name: TBD. Style: Craftsman (Marilyn)*
 - ii. **20200 Mendelsohn Lane** - *Year: 1921. Name: TBD. Style: Spanish Revival (Rina)*

4. Action Items for Discussion / Update:

- a. **Commissioner Schuck to color code map of properties on Big Basin Way.**
- b. **Staff to draft letter to property owners of heritage inventory properties.** Draft letters are attached for Commission feedback.

- c. **Staff to bring applications of two inventory homes (agenda item 3c).**
- d. **Staff to update HPC on status of 14630 Big Basin Way, the John Henry House -** The City Council took “no action” on January 15th regarding the John Henry House. The applicant has not made any decisions as of February 4, 2014 regarding the removal or relocation of the structure.
- e. **Staff to update HPC on status of 14521 Big Basin Way – Grover House (1895)** – The owner has not provided any additional information. No application (other than a demolition permit) has been submitted as of February 4, 2014. (No Staff Report)
- f. **HPC training –**
 - i. Rina will set up a future HPC training.

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. 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 **February 6, 2014** at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and on the City’s website at www.saratoga.ca.us*