



City of Saratoga

HERITAGE PRESERVATION COMMISSION

AGENDA

Date: Tuesday, June 10 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 *May 13, 2014* meeting.
- c. **Posting of Agenda** – Pursuant to Government Code Section 54954.2, the agenda was properly posted on *June 5, 2014*.
- d. **Non-Agendized Communications** - 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 –

- a. *none*

3. Old Business

- a. **Heritage Tree Inventory workplan** – The Commissioners and staff will provide an update on following trees being considered for inclusion on the Heritage Tree Inventory. Each Commissioner must ensure the application is complete (including description). Once the application is signed by the owner and submitted to the Arborist, Kate will conduct a site visit. Once the criteria have been reviewed by the Arborist, staff can schedule the trees for consideration by the City Council.

Kate, the City Arborist, will provide an update on June 10th.

- i. The tree at 14790 Butano Terrace was approved to be added to the Heritage Tree Inventory by the City Council at their April 16th Meeting.
- ii. **Cappello:** Madronia Cemetery (three trees) *Nomination accepted by owner. Application needs more information including a descriptive narrative.*
- iii. **Conrado:** Ravenwood *approved by City Council on April 16th*
- iv. **Marchetti:** Blaney Pine, District Office Oak, Aloha Oak
- v. **Nugent:** Farwell Oak. *Nomination accepted by owner. Application needs more information including a descriptive narrative.*
- vi. **Schuck:**
- vii. **Stransky:** Hakone trees
- viii. **Shah:** Susie’s Garden, Redwood School “dawn Chinese redwood”

- b. **Landmark List workplan** – The Commissioners and staff will provide an update on following properties being considered for Landmark status. Each Commissioner will send the respective homeowner a letter. Once the nomination is accepted by the owner, staff can schedule the application for consideration by the City Council.
 - i. **Cappello:** Fair Oaks
 - ii. **Conrado:** Rancho Bella Vista
 - iii. **Marchetti:** Hakone Gardens / Sam Cloud Hay & Feed Warehouse
 - iv. **Nugent:** Cloud-Smith Building / Novakovich Ranch
 - v. **Schuck:** Green Store Building
 - vi. **Shah:** Kerr Building/Hogg Building /and/ Hutchinson Building
 - vii. **Stransky:** Paul Masson Lodge – *letter sent. owner is considering request*
- c. **Letter to Property Owners** - Potential Landmark Status.
- d. **Heritage Resource Inventory application requirements.** The HPC will discuss the various application requirements for heritage resources, including new landmark designations, new Mills Act applications, and alterations of an existing landmark or home on a heritage lane. The HPC will discuss the application process, including how complete the application needs to be, fees, owner involvement/signature, etc. Copies of the current various applications were included in the May packet. Staff has recommended new drafts for consideration (attached).
- e. **Big Basin Way workplan.** Commissioner Schuck to color code map of properties on Big Basin Way. Commissioner Shah to provide video of homes on Big Basin Way.
- f. **14474 Oak Place** – Commissioner Nugent would like to consider adding the “Commander John Sisson Graham House” to the Heritage Resource Inventory.
- g. **21170 Big Basin Way** - Commissioner Shah would like to consider adding this property to the Heritage Resource Inventory. A site visit was conducted in February.
- h. **HPC Badges and Business Cards** –Commissioner Marchetti will get prices to purchase HPC badges and business cards.

4. Action Items for Discussion / Update (No staff report):

- a. **HPC Budget Update** –
- b. **Arbor Day Update** – The Chair and Vice Chair will provide an update of the event held on April 22, 2014.
- c. **HPC training** – Commissioner Shah will set up a future training on historic districts.

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 **June 5, 2014** at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and on the City's website at www.saratoga.ca.us*