



## City of Saratoga

# HERITAGE PRESERVATION COMMISSION

## AGENDA

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**Date:** Tuesday, July 8 2014 / 8:30 A.M.

**Type:** Regular Meeting

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

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### 1. Routine Organization

- a. **Roll Call**
- b. **Review of minutes** from *June 10, 2014* meeting.
- c. **Posting of Agenda** – Pursuant to Government Code Section 54954.2, the agenda was properly posted on *July 2, 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 –

*Site Visit.* Convene in the City Hall parking lot at 8:30 am.

- a. **13631 Saratoga Avenue.** *Staff Memo attached.* The applicant (St. Andrews Parish & School) is requesting to move an existing portable classroom to an adjacent location. The application requires approval from the Planning Commission. Any recommendations by the HPC will be provided to the Planning Commission on July 9, 2014 during the scheduled public hearing.

### 3. Old Business

- a. **14521 Big Basin Way – The Grover House.** *Staff Memo attached.* Review project which includes a complete interior remodel of and rear addition to the Grover House. Determine if the project meets the Secretary of the Interior Standards. *Site Visit completed on May 13, 2014.*
- b. **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.
  - i. **Cappello:** Madronia Cemetery (three trees) *Nomination accepted by owner. Application needs more information including a descriptive narrative.*
  - ii. **Marchetti:** Blaney Pine, District Office Oak, Aloha Oak

- iii. **Nugent:** Farwell Oak. *Nomination accepted by owner. Owner needs to submit a complete Application including a descriptive narrative.*
- iv. **Stransky:** Hakone trees
- v. **Shah:** Susie's Garden, Redwood School "dawn Chinese redwood"

- c. **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.

\*\*The DPR should be updated as needed prior to scheduling the application for 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*

- d. **Big Basin Way workplan.** Commissioner Shah will provide a video of buildings fronting Big Basin Way. A copy of the map was scanned and sent to each Commissioner in June.

- e. **14474 Oak Place** – Commissioner Nugent would like to consider adding the "Commander John Sisson Graham House" to the Heritage Resource Inventory.

- f. **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.

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

- a. **HPC training** – Commissioner Shah will set up a future training on historic districts.
- b. **Old Grandview Ranch.** To qualify for inclusion in the Heritage Resource Inventory, a property must satisfy any one or more of the criteria listed in City Code Section 13-15.010. A Heritage Resource Determination form should be completed prior to a formal discussion.
- c. **Election of New Chair.** The Commission shall elect annually, on or before January 31st, one of its members to serve in the office of Chairman, and may elect such other officers from among its members as it deems necessary or desirable. Should a mid-year vacancy in any office occur, the Commission shall elect a replacement officer at the next regular or noticed special meeting to serve until the next annual election of officers. The January meeting occurs on January 13, 2015.

#### 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 **July 2, 2014** 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)*