



## City of Saratoga

# HERITAGE PRESERVATION COMMISSION

## AGENDA

---

**Date:** Tuesday, August 12 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 *July 8, 2014* meeting.
- c. **Posting of Agenda** – Pursuant to Government Code Section 54954.2, the agenda was properly posted on *August 7, 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. **15095 Fruitvale Avenue (“Fair Oaks”)**. The Mills Act application is complete and is scheduled for the September 17<sup>th</sup> City Council meeting. This application was approved by the HPC on March 14, 2012 but the applicant did not complete the required city council documents until recently. At that time, the staff memo indicated that the application would be reviewed again by the HPC prior to being reviewed by the City Council. *March 2012 agenda, memo, and minutes attached.*
- b. **14474 Oak Place** – Commissioner Nugent would like to add the Commander John Graham house to the Heritage Resource Inventory. To qualify for inclusion in the Inventory, a property must satisfy any one or more of the criteria listed in City Code Section 13-15.010. A property may be listed on the Inventory without being designated as a historic landmark, heritage lane or historic district. *Supporting documents attached.*
- c. **Street Names.** Staff will provide an overview of the street naming process. *No memo.*
- d. **Election of New Chair.** Per City Code Section 13-10.040, 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 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. Per City Code Section 2-12.080, each Commission shall elect a Chair to serve a twelve month term. No person shall serve as Chair of the same Commission more than one full term in any four year period. *No memo.*

### 3. Old Business

- a. **1542 Big Basin Way (“Grover House”).** On July 8<sup>th</sup>, the HPC reviewed the proposed addition to and reconstruction of the Grover House. At that time, the recommendation was split 3-3 with one Commissioner absent. The applicant is requesting the HPC review the project with all commissioners present. *Memo and supporting documents attached.*
- 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 complete application is signed by the owner and submitted to the City, the Arborist will conduct a site visit. Following Arborist review of the qualifying criteria, staff can schedule the trees for consideration by the City Council.
  - i. *The City Arborist intends to schedule **three Madronia Cemetery trees** for City Council approval of heritage status.* (Cappello)
  - ii. *The City Arborist intends to schedule the **Blaney Pine tree** for City Council approval of heritage status.* (Marchetti)

HPC to provide update on the following applications:

- iii. **District Office Oak, Aloha Oak.** Marchetti
  - iv. **Farwell Oak.** *Nomination accepted by owner. Owner needs to submit a complete Application including a descriptive narrative.* Nugent
  - v. **Hakone trees.** Stransky
  - vi. **Susie’s Garden, Redwood School “dawn Chinese redwood”.** Shah
- c. **Landmark List workplan** – The Commissioners and staff will provide an update on the following properties being considered for Landmark status. Each Commissioner will send the respective homeowner a letter regarding the nomination. Once the application is complete, staff can schedule the application for City Council consideration. *\*\*The DPR should be updated as needed prior to scheduling the application for the City Council.*
    - i. **15095 Fruitvale Avenue (“Fair Oaks”).** Agendized for HPC review on August 12, 2014 and City Council review on September 17, 2014. Cappello
    - ii. **20021 Bella Vista (“Rancho Bella Vista”).** Conrado
    - iii. **21000 Big Basin Way (“Hakone Gardens”).** Marchetti
    - iv. **20640 Third Street (“Sam Cloud Hay & Feed Warehouse”).** Marchetti
    - v. **14501-14503 Big Basin Way (“Cloud-Smith Building”).** – *letter sent.* Nugent
    - vi. **14251 Fruitvale Avenue (“Novakovich Ranch”).** – *letter sent.* Nugent
    - vii. **14591 Big Basin Way (“Green Store Building”).** Schuck
    - viii. **14413-14415 Big Basin Way Kerr Building/Hogg Building.** Shah
    - ix. **14495 Big Basin Way (“Hutchinson Building”).** Shah
    - x. **14754 Pierce Road (“Paul Masson Lodge”).** – *letter sent. Owner is considering request.* Stransky
  - d. **Big Basin Way workplan.** The Commission will review photos of buildings along Big Basin Way and determine which buildings might be eligible for Heritage Inventory status.

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

- a. 21170 Big Basin Way** - Commissioner Shah will complete the heritage resource designation form for HPC consideration of Heritage Resource Inventory status.
- b. Old Grandview Ranch** - Commissioner Nugent will complete the heritage resource designation form for HPC consideration of Heritage Resource Inventory status.

#### **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 **August 7, 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)*