



## City of Saratoga

# HERITAGE PRESERVATION COMMISSION

## MINUTES

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**Date:** Tuesday, June 10 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.

- i. **Present:** Cappello, Conrado, Marchetti, Nugent, Schuck, Stransky
- ii. **Absent:** Shah (excused)

#### b. Review of minutes.

Conrado/Cappello moved to approve the HPC Minutes for the *May 13, 2014* Meeting, as amended. *Motion Passed.* *Ayes:* Cappello, Conrado, Marchetti, Nugent, Schuck, Stransky. *Noes:* None. *Absent:* Shah. *Abstain:* None.

#### c. Posting of Agenda

– Pursuant to Government Code Section 54954.2, the agenda was properly posted on *June 5, 2014.*

#### d. Non-Agendized Communications

- none

#### e. HPC direction to staff regarding non-agendized communications

– none.

### 2. New Business –

None

### 3. Old Business

#### a. Heritage Tree Inventory workplan.

Kate, the City Arborist, indicated that five applications were pending due to incomplete information on the application. The applicant/HPC Commissioner or owner should provide this information before submitting it to Kate for review. The Arborist also indicated that a condominium resident has nominated 100+ trees as heritage trees; the number of trees should be significantly narrowed down and should be approved by the condo-homeowners association.

- i. Commissioner Cappello is waiting for the Madronia Cemetery to give her more information including a descriptive narrative of the three trees.
- ii. Commissioner Marchetti is waiting for the District to give her more information including a descriptive narrative of the oak tree. The stability of the Blaney Pine tree is under review.
- iii. Commissioner Nugent will ask the owner to send Kate the additional information including a descriptive narrative of the oak tree.
- iv. Commissioner Stransky sent information to Hakone Gardens in April. She will follow up on the status of the pear, oak, and redwood trees.

#### b. Letter to Property Owners

- The Commissioners approved the latest draft of the Landmark letter.

- c. **Landmark List workplan** – Staff will send the electronic version of the approved Landmark letter to Commissioners to personally send out to respective homeowners. Each Commissioner should let staff know when their respective letters go out. The owner of the Paul Masson Lodge is still considering the request.
- d. **Heritage Resource Inventory application requirements.** The revised applications were approved by the HPC. Staff will put the new applications on the city website.
- e. **Big Basin Way workplan.** The video of buildings fronting Big Basin Way should be reviewed at the July HPC meeting. A copy of the map should be scanned and sent to each Commissioner.
- f. **14474 Oak Place** – Commissioner Nugent will complete the Heritage Resource Determination form for the “Commander John Sisson Graham House” – which was designed by Julia Morgan.
- g. **21170 Big Basin Way** – Discussion tabled until July 8, 2014.
- h. **HPC Badges and Business Cards** – Commissioner Marchetti provided prices to set-up and purchase HPC badges and business cards. Conrado/Schuck moved to approve the purchase from the HPC budget directly through the City Manager’s office. ***Motion Passed.*** Ayes: Cappello, Conrado, Marchetti, Nugent, Schuck, Stransky. Noes: None. Absent: Shah. Abstain: None

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

- a. **HPC Budget Update** – The HPC budget was approved on June 4<sup>th</sup> for the fiscal year July 1 2014 – June 30 2015.
- b. **Arbor Day Update** – Several heritage tree applications were given out. One owner who recently had their tree added to the list was in attendance.
- c. **HPC training** – Commissioner Shah will set up a future training on historic districts.

#### 5. Commissioner Comments

- a. Commissioner Nugent announced the Foothill Club’s 100 year anniversary. The Club will host a private tour of historic homes on October 4<sup>th</sup> 2014.
- b. Commissioner Stransky indicated that the Casa Tierra home on Quito Road recently sold and the new owner wants to know what changes they can make. She will advise them to contact staff for more information.
- c. The “Old Grandview Ranch” on Pike Road (built in the 1920s) is not currently on the city’s Heritage Resource Inventory. Some Commissioners indicated interest in adding it to the inventory. A discussion will be added as a future agenda item.

#### 6. Adjournment