



City of Saratoga
13777 Fruitvale Avenue
Saratoga, California 95070

APPLICATION FOR ALTERATION OF HERITAGE RESOURCE

Property Address: _____

Assessor Parcel Number: _____

Owner Name(s): _____

Owner Contact Information: _____

- Designated Landmark (please check if applicable)
- Mills Act Property (please check if applicable)
- Heritage Lane Property (please check if applicable)

Attach the following documents:

- Ten (10) copies (11" x 17" sets) of the following:
 - Description of the proposed work
 - Existing Site Plan / Demolition Plan
 - Proposed Site plan
 - Existing and Proposed Elevations
 - Colors and Materials Board

Signature(s):

By signing this application, I hereby acknowledge that the designated property will be subject to certain regulations and restrictions including but not limited to the permit requirements in Article 13-20 of the City Code. The designated property may also be eligible for certain privileges and benefits under local, state or federal law. The information contained herein or subsequently submitted is true and correct to my knowledge.

Owner Signature

Date

Applicant Signature

Date

City Code Section 13-05.020 defines an *alteration* as “any exterior change or modification of a designated historical landmark or any property within a designated heritage lane or historic district including, but not limited to, exterior changes to or modifications of structure, architectural details or visual characteristics, grading, surface paving, the addition of new structures, removal or alteration of natural features, disturbance of archeological sites or areas, and the placement or removal of any exterior objects such as signs, plaques, light fixtures, walls, fences, steps or gates affecting the exterior visual qualities of the property, but does not include painting, landscaping and ordinary maintenance.”

Per City Code Section 13-10.050, the HPC is responsible for reviewing and commenting upon all applications for building, demolition, grading or tree removal permits involving work to be performed upon or within a designated historic landmark, heritage lane or historic district, and all applications for tentative map approval, rezoning, building site approval, use permit, variance approval, design review or other approval pertaining to or significantly affecting any heritage resource.

The Planning Director is authorized to issue the alteration permit, on the recommendation of the Heritage Commission, if it is determined that:

- (1) The proposed work is consistent with the purposes and objectives of the heritage preservation ordinance; or
- (2) In the case of construction of a new building, structure or other improvement upon a designated landmark, the exterior of such improvements will not adversely affect and will be compatible with the external appearance of existing buildings, structures and improvements located within the designated landmark.

California Environmental Quality Act (CEQA):

CEQA Section 15331 allows structural modifications to be exempt from the CEQA process if the modifications are consistent with the Secretary of Interior Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings. This exemption cannot be used if the applicant if the applicant intends to demolish the historic resource.

For more information: visit the State Office of Historic Preservation <http://ohp.parks.ca.gov/>