



City of Santa Clara
**HISTORICAL AND LANDMARKS
COMMISSION MEETING MINUTES**
Thursday, July 10, 2014 – 7:00 P.M.
CITY COUNCIL CHAMBERS
1505 Warburton Avenue
Santa Clara, CA 95050

Please refer to the Historical and Landmarks Commission Procedural Items guideline for information on all procedural matters. An audio recording of this meeting is available in the Planning Office for review or purchase the Friday following the meeting.

ITEMS FOR COUNCIL ACTION

The following items from this Historical and Landmarks Commission agenda will be scheduled for Council review following the conclusion of hearings and recommendations by the Historical and Landmarks Commission. Due to timing of notices for Council hearings and the preparation of Council agenda reports, these items will not necessarily be heard on the date the minutes from this meeting are forwarded to the Council. Please contact the Planning Division office for information on the schedule of hearings for these items:

- **None**

1. CALL TO ORDER

The meeting was called to order at 7:04 p.m.

2. ROLL CALL

Commissioners Present: Chair Brian Johns, Michael Hyams, Robert Luckinbill, Jeannie Mahan and J.L. "Spike" Standifer

Commissioner Excused: Jerry McKee, Kris Motyka

Staff Present: Yen Chen, Associate Planner

3. DISTRIBUTION OF AGENDA AND STAFF REPORTS

Copies of current agendas and staff reports for each of the items on the agenda are available from the Planning Division office on the Friday afternoon preceding the meeting and are available at the Commission meeting at the time of the hearing. Chair Johns reviewed this procedure.

4. DECLARATION OF COMMISSION PROCEDURES

Chair Johns reviewed the Historical and Landmarks Commission procedures for those present.

5. REQUESTS FOR EXCEPTIONS, WITHDRAWALS AND CONTINUANCES

- A. Withdrawals – None
- B. Continuances - None
- C. Exceptions – None

6. ORAL PETITIONS/ANNOUNCEMENTS AND COMMUNICATIONS

- None

7. CONSENT CALENDAR

Consent Calendar items may be enacted, approved or adopted, based upon the findings prepared and provided in the written staff report, by one motion unless requested to be removed by anyone for discussion or explanation. If any member of the Historical and Landmarks Commission, staff, the applicant or a member of the public wishes to comment on a Consent Calendar item, or would like the item to be heard on the regular agenda, please notify Planning staff, or request this action at the Historical and Landmarks Commission meeting when the Chair calls for these requests during the Consent Calendar review.

7.A. File No.(s): **PLN2014-10404**
Location: 235 Monroe Street, a 8,214 square foot parcel located on the east side of Monroe Street at the intersection with Jonathan Street (APN: 269-47-022). Project site is zoned R1-6L (Single-Family, Residential).
Applicant: Rob Mayer
Owner: Mike and Debbie Henschke
Request: **Design Review** for new construction of a 480 square foot detached garage with attached 640 square foot accessory dwelling unit in the rear yard of an existing single family property
CEQA Determination: CEQA Determination: Categorically Exempt per CEQA Section 15303(e) – New Construction or Conversion of Small Structures
Project Planner: Debby Fernandez, Associate Planner
Staff Recommendation: Recommend Approval, subject to conditions

Motion/Action:

It was moved by Commissioner Luckinbill, seconded by Commissioner Hyams and was carried (5-0-2-0, Mckee and Motyka Absent) to recommend approval of the project.

*******END OF CONSENT CALENDAR*******

8. PUBLIC MEETNG ITEMS

8.A. File No.(s): **PLN2014-10403**
Location: 1160 Jackson Street, a 9,150 square foot property located on the west side of Jackson Street, approximately 100 feet south of Fremont Street (APN: 269-15-083). Project site is zoned R1-6L (Single Family Residential).
Applicant/Owner: Mia Fitch
Request: **Amendment to Mills Act 10 Year Plan and Design Review** of roof and gutter replacement
CEQA Determination: Categorically Exempt per CEQA Section 15331, Historical Resource Restoration Rehabilitation
Project Planner: Jeff Schwilk, AICP, Associate Planner
Staff Recommendation: Recommend replacement of the roof with wood shake and gutters, subject to conditions

Notice: The notice of public meeting for these items was posted within 300 feet of the site and was mailed to property owners within 300 feet.

Discussion:

Mr. Chen gave a brief presentation and answered questions from the Commission on the new solar vents. Mr. Chen conveyed Volunteer Architectural Advisor Craig Mineweaser’s written correspondence regarding the proposal to the Commission. Mr. Chen noted that the review of the 10 year plan is required and that significant amendments would be referred to City Council.

The Director of Planning and Inspection has oversight per the contract to insure repairs and improvements are consistent with the Secretary of Interior Standards.

Mia Fitch, owner, presented the proposal and responded to questions about the replacement of the first floor gutters with aluminum OG gutters, the size of existing down spouts, and design and visibility of edge and solar vents. She noted the damaged crown molding would be replaced with like material. It was noted that the roof line would be maintained and it would extend over the gutter system per recommendation from the Volunteer Architectural Advisor. Ms. Fitch noted that the new solar vents would not be visible from the street nor from Franklin Square. The contractor responded that the roof slats run horizontal and the plywood is added to meet code and provide additional structural stability. The public comment period was opened and closed with no comments from the public. Commission Hyams noted that wood roofs are fire hazards and costly to maintain.

Motion/Action:

It was moved by Commissioner Hyams seconded by Commissioner Luckinbill and was carried (5-0-2-0, Mckee and Motyka Absent), to approve the project.

9. OTHER BUSINESS

9.A. Commission Procedures and Staff Communications

i. Announcements/Other Items

- “Vieira” Mausoleum, Santa Clara Mission Cemetery
 - Thomas Bruton from Santa Clara Mission Cemetery responded to question from the Commission.
 - It was moved by Commissioner Luckinbill seconded by Commissioner Mahan and was carried (5-0-2-0, Mckee and Motyka Absent), to approve the project.
- Chimney Modification and Repair, 792 Park Court
 - Mr. Chen conveyed Volunteer Architectural Advisor Craig Mineweaser’s written correspondence regarding the proposal to the Commission.
 - Ann Dunham, owner, was present to respond to questions from the Commission and noted that the chimney is damaged at the shoulder. She noted that it will be repaired with a gas insert.
 - It was moved by Commissioner Luckinbill seconded by Commissioner Mahan and was carried (5-0-2-0, Mckee and Motyka Absent), to approve the project, subject to the reuse the existing brick and lowering height 18-24 inches.
- Status Update on Larder House, 1065 Alviso Street (verbal update)
 - Mr. Chen noted the University is working through a process for road closures which would determine the final location placement of the structure.
- Public Information Handouts and Brochures (verbal update)
 - Funds have been secured from the HLC budget for future printing of brochures.
 - HLC requested the review of handouts and brochures be placed on an upcoming agenda.
- Report on 3/12 PC Package for 1593 Lexington Street (verbal update)
 - Mr. Chen reported that HLC Minutes were included in the 3/12 PC Package contrary to what was stated during PC deliberations. He noted that the DPR was not included in the PC report and this will be rectified on future projects.
- Monthly Report on HT properties: Residential reversions (verbal update)
 - None
- List of Historic Survey Consultants and Archaeologist Lists
 - Craig Mineweaser and Lorie Garcia noted minor errors on the list.
 - Request for updated contact information will be requested of the consultants.
- Correspondence received for HLC
 - Commission reviewed letter on saving the orchard Saratoga
 - Commissioner Johns reported on the Neighborhood Preservation Ordinance Ad-hoc Committee and noted that staff has drafted prohibition of boarding houses.

10. CLG TRAINING

10.A. Office of Historic Preservation – eLearning Training (Yen Chen)

- Mr. Chen noted this training will take approximately 1 hour with discussion.
- Commissioner Johns requested that this item be continued to a future training date.

10.B. Review of On-line Permit System Information - Training (Yen Chen)

- Mr. Chen noted the Council Chamber is not setup to review the full version of the Permit System. Commissioner Johns requested review of the thin client internet version.

10.C. Other CLG Training (Yen Chen)

- "Vacant Not Blighted Revitalizing Detroit" video by Michigan Historic Preservation Network will be shown. The video advocates for rehabilitation and preservation as successful and critical tools to help revitalize Detroit.

11. ADJOURNMENT

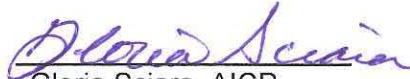
The Commission adjourned to the East Wing Conference Room for CLG Training at 8:59 p.m. The next regular Historical and Landmarks Commission meeting will be held on Thursday, August 7, 2014 at 7:00 p.m. in the City Council Chambers.

Prepared by:



Yen Chen
Associate Planner

Approved:



Gloria Sciara, AICP
Development Review Officer

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