



**City of Santa Clara  
HISTORICAL AND LANDMARKS  
COMMISSION MEETING MINUTES  
Thursday, January 8, 2015 – 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 7:03 p.m.

**2. ROLL CALL**

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

Commissioner Excused: Jerry McKee

Staff Present: Yen Han Chen, Associate Planner, Shaun Lacey, AICP, Assistant Planner II

**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. Approval of Historical and Landmarks Commission Minutes for the meeting of November 6, 2014.

**Motion/Action:** Motion was made by Luckinbill, seconded by Mahan to approve the Minutes of November 6, 2014. (6-0-0-1, McKee absent)

7.B. Approval of Historical and Landmarks Commission Minutes for the meeting of December 4, 2014.

**Motion/Action:** Motion was made by Estes, seconded by Luckinbill to approve the Minutes of December 4, 2014. (6-0-0-1, McKee absent)

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

**8. PUBLIC MEETNG ITEMS**

<b>8.A. File No.(s):</b>	<b>PLN2014-10388</b>
Location:	981 Fremont Street, a 0.66-acre parcel located at the intersection of Fremont Street and Washington Street (APN: 269-16-011); Project site is zoned HT (Historic Combining)
Applicant/Owner:	David LeBaron
Request:	Landscape plan for the Morse Mansion
CEQA Determination:	Categorically Exempt per CEQA Section 15331, Historical Resource Restoration Rehabilitation
Project Planner:	Shaun Lacey, AICP, Assistant Planner II
Staff Recommendation:	Recommend approval, subject to conditions

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

**Discussion:** Mr. Lacey introduced the proposal for a wrought iron fence to be installed on the property and answered questions from the Commission. The applicant spoke in favor of the revised fence detail and noted that the use of wrought iron fencing would add value and visibility to the property, while maintaining safety to the tenants who live there.

Chair Johns opened up the item for public comments. A number of residents spoke in favor of the proposal. Some members of the public requested that the fence remain black in color and maintain an appropriate distance from the property line and from the building. The public comment period was then closed.

The Commission discussed the project and noted their appreciation towards the applicant's willingness to propose a higher quality fence material. The Commission noted that the project plans should note the location of the original fence layout on the property for future restoration considerations.

**Motion/Action:** Motion was made by Commissioner Luckinbill, seconded by Commissioner Hyams to recommend that the project be approved as proposed subject to the following additional conditions (6-0-0-1, McKee Absent):

- The steel tubular fence shall remain black in color;
- The fence siting and height shall comply with the zoning regulations;
- The fence shall not be attached to the building;
- Installation of the landscape plan shall be executed within 6 months of the approval date; and
- The plans shall document the original fence along the site perimeter (preservation plan).
- The plans shall be revised to reflect the location of the original fence.
- The remainder of original fence shall be shall maintained in its location.

**8.B. File No.(s):** **PLN2014-10623**  
**Location:** 1393 Benton Street, a 7,904 square foot parcel located at the intersection of Madison Street and Monroe Street (APN: 269-13-066). Project site is zoned R1-6L (Single-Family)  
**Applicant/Owner:** Jeff Guinta / Antonio Avelar  
**Request:** **Design Review** to legalize the unpermitted garage modifications, outdoor HVAC equipment, and new roof mounted sky lights. Project includes removal of an unpermitted second floor addition and stairs.  
**CEQA Determination:** Categorically Exempt per CEQA Section 15301 – Existing Facilities  
**Project Planner:** Payal Bhagat, Assistant Planner II  
**Staff Recommendation:** Recommend approval, subject to conditions

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

**Discussion:** Mr. Chen introduced the project to the Commission and answered questions. The applicant was not present for the discussion.

Chair Johns opened up the item for public comments. Member of the public noted that the house was originally 3 bedroom/ 2baths. Another member of the public noted that the skylights were not needed in the attic and should not be permitted. The public comment period was then closed.

**Motion/Action:** Motion was made by Luckinbill, seconded by Mahan to recommend that the project return to the original state prior to the illegal work and the skylight in the attic be removed. In addition, future exterior alterations should be referred to the Commission with a historic resource survey and evaluation report (6-0-0-1, McKee Absent).

**8.C. File No.(s):** **PLN2014-10818**  
**Location:** 621 Hilmar Street, a 4,500 square foot lot, located on the west side of Hilmar Street, approximately 135 feet north of Park Avenue (APN: 230-12-049); Project site is zoned R1-6L (Single-Family Residential)  
**Applicant/Owner:** Kent Roofing / Jaro and Kyra Delapedrajo  
**Request:** Design review of roof material change from shake to composition shingle 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 wood shake roof with wood shake roof material, and approval of the gutter replacement

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

**Discussion:** Mr. Chen introduced the proposal and answered questions from the Commission. Mr. Chen conveyed Volunteer Architectural Advisor Craig Mineweaser's written correspondence to maintain the wood shake roof material. The applicant spoke on the cost difference between the wood shake and premium composition shingle. The applicant explained that the Tudor Revival allows for a variety of roof materials. He noted that the pitch of the roof and dormers is distinctive and not the roof materials. The applicant explained that the life and warranty on a wood shake is limited. He also noted concerns over fire safety with the wood material.

Chair Johns opened up the item for public comments. Members of the public spoke in favor of the proposal. The public comment period was then closed.

**Motion/Action:** Motion was made by Luckinbill, seconded by Mahan to recommend that the project be approved, subject to the use of half round gutters and existing down spouts. (6-0-0-1, McKee Absent)

## 9. OTHER BUSINESS

### 9.A. Commission Procedures and Staff Communications

#### i. Announcements/Other Items

- Correspondence received for HLC
- Review of CLG Annual Report for 2013-2014
  - Motion was made by Luckinbill, seconded by Mahan to approve the CLG Annual Report for 2013-2014.
- Walking Tour Mackay Neighborhoods - Saturday, January 17, 2015 at 1:00pm
- Call and Notice of Special Meeting occurred at the Commission's regular meeting on November 11, 2014
- Monthly Report on HT properties: Residential reversions (verbal update)

#### ii. Report of the Liaison from the Planning and Inspection Department

- City Council and Planning Commission Actions (verbal update)

#### iii. Commission/ Board Liaison and Committee Reports

- Santa Clara Arts and Historic Consortium (McKee/Standifer as alternate)  
[Fourth Monday of each month at 7:15 p.m. - Headen-Inman House]
- Historic Preservation Society of Santa Clara (Mahan/Luckinbill as alternate)  
[Second Friday of each month at 10:00 a.m. - Harris Lass Preserve]
- Old Quad Residents Association (Hyams/Mahan as alternate)
- Architectural Committee (Mahan / Johns as alternate)
- Agnews Historic Cemetery Museum Committee (Standifer/Luckinbill as alternate)
- BART/ High Speed Rail/ VTA BRT Committee (Johns / McKee as alternate)
- Zoning Ordinance Update (Johns / Hyams Alternate)
- Preservation Ordinance Ad-hoc Committee (Mahan and Luckinbill/McKee as alternate)

#### iv. Commission Activities

- Commissioner Travel and Training Reports
  - Commissioners Estes and Luckinbill noted interest in attending the National Alliance of Preservation Commissions (NAPC) training. The Commission Assistance and Mentoring Program (CAMP) training program will be held in San Francisco on February 9, 2015.

#### v. Upcoming Agenda Items

- Review Public Information Handouts and Brochures - February

- Franklin Post Office Update (Lorie Garcia) – TBD
- Review of Street Name List (Lorie Garcia) – TBD

#### ADJOURNMENT

The meeting was adjourned at 9:25 p.m. The next regular Historical and Landmarks Commission meeting will be held on Thursday, February 5, 2015 at 7:00 p.m. in the City Council Chambers.

Prepared by:   
Yen Chen  
Associate Planner

Approved:   
Gloria Sciarra, AICP  
Development Review Officer

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