



**MINUTES
Thursday, October 6, 2016
Regular Meeting – 7:00 P.M.**

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:

- **Agenda Item No. 9.A.:** PLN2016-12150/ 660 Jefferson Street

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ROLL CALL

Commissioners Present: Brian Johns, Priya Cherukuru, Michael Hyams, Patricia Leung and Stephen Estes
Commissioners Absent: J.L. "Spike" Standifer and Jeannie Mahan
Staff Present: Yen Chen, Associate Planner and Fahteen Khan, Assistant Planner I

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. Commissioner 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

- Mr. Chen noted 167 Claremont Avenue was incorrectly noticed for October 6th Architectural Committee and subsequently re-noticed and corrected to October 5th. He commented that members of the public might be in attendance for the incorrectly noticed meeting. Later a member of the public in attendance noted that he was present for the Architectural Committee. He was directed to contact Planning Staff to obtain information on the project from the night before.

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 September 1, 2016.

Motion/Action: Motion was made by Cherukuru, seconded by Hyams to approve the Minutes of September 1, 2016 (4-0-1-2, Estes abstain, Standifer and Mahan absent).

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

8. PUBLIC MEETING ITEMS

8.A. File No.(s): **PLN2016-12150**
Location: 660 Jefferson Street, a 6,105 square foot parcel located on the southwest corner of Santa Clara and Jefferson Streets, APN: 269-35-003; property is zoned Planned Development (PD)
Applicant/Owner: Seth and Casey Hiatt
Request: **Listing of the Historic Resource** on the City's Architecturally or Historically Significant Properties List; and **Historic Preservation Agreement (Mills Act Contract)** for the existing single family residence.
CEQA Determination: Categorically Exempt per CEQA Section 15061(b)(3), activity is not subject to CEQA
Project Planner: Fahteen Khan, Assistant Planner I
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: Ms. Khan provided an overview of the project to the Commission. Sett Hiatt owner of the property addressed the Commission and answered questions. Chair Johns opened up the item for public comment. Lou Faria noted that the house will be on the Home Tour this year. The public comment period was then closed.

The Commission discussed the prospects of replacing or removing the existing chimney. Commission noted if the owner were to replace the chimney then it would need to come forth to the Commission for approval. The DPR report was recently updated within two years. The Commission requested the DPR report be corrected by removing reference to the basement, which was verified as a crawl space by Planning Staff. Commissioner Cherukuru asked that the report be corrected prior to going to City Council. The Commission discussed the prospects of placing a plaque on the property. The owner noted that he was willing return with a formal request at a later time. The Commission noted that the chimney is not a character defining feature.

Motion/Action:

Motion was made by Cherukuru, seconded by Heintz to remove the false chimney (5-0-0-2, Standifer and Mahan absent).

Motion was made by Cherukuru, seconded by Hyams to update the DPR to provide clarity that the property indeed does not have a basement but rather a crawl space (5-0-0-2, Standifer and Mahan absent).

Motion was made by Cherukuru, seconded by Hyams to recommend listing of the resource on the City's Architecturally or Historically Significant Properties List (5-0-0-2, Standifer and Mahan absent).

Motion was made by Cherukuru, seconded by Heintz to recommend approval of the Historical Preservation Agreement (Mills Act) with the 10 year restoration and maintenance plan (5-0-0-2, Standifer and Mahan absent).

8.B. File No.(s): **PLN2016-11827**
Location: 806 & 810 Jackson Street, an approximately 10,075 square-foot parcel located on the south west corner of Jackson and Lexington Streets, APN: 269-26-087; property is zoned Single Family Residential (R1-6L)
Applicant: Rob Mayer
Owner: Matthew and Christin Heintz
Request: **Design Review** to replace two existing skylights to provide new egress windows on the roof for master bedroom. Also, proposing reduced scope of work to eliminate basement game room along with bedrooms three and four. The property has a Historic Preservation Agreement (Mills Act Contract).
CEQA Determination: Categorically Exempt per CEQA Section 15331 – Historical Resource Rehabilitation
Project Planner: Fahteen Khan, Assistant Planner I
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: Ms. Khan provided an overview of the request to the Commission. The Commission reviewed written recommendation from Craig Mineweaser, Architectural Advisor the Commission. Mr. Mineweaser noted in his written recommendation that the Commission reviewed the porch addition carefully as it is visible from the public right of way. Porch addition approvals (2003 and 2005) to the property were approved prior to the Mills Act approval of the property; Mills Act was approved May of 2007. Owner stated that he is willing to reactivate the 2005 porch approval. Rob Mayer, owner’s representative, addressed the Commission and answered questions. He noted in order to reactivate the permit to address the skylight windows in the attic master bedroom to meet egress, the rear porch will also need to be addressed

Chair Jones was more concerned over the addition of porch than the skylights; Commissioner Heintz disagreed. He mentioned that previous HLC approval should be respected. Commissioner Cherukuru noted that the permit had expired 11 years and was not approved under Mills Act Contract. She commented that upon receiving the Mills Act Contract there is a higher standard of review. She agreed with Mr. Mineweaser’s comments on maintaining integrity. She suggested that it should be now reviewed as Mills Act property and as new permit request.

Chair Johns opened up the item for public comment. No comments were received.

Motion/Action:

Motion was made by Hyams, seconded by Estes to recommend continuance for the rear porch design. Update the 10 year restoration and maintenance plan. Update the historic survey form and provided and evaluation report on the changes to the property with clarification on what is original and what may have been added later (5-0-0-2, Standifer and Mahan absent).

Motion was made by Cherukuru, seconded by Estes to recommend proceeding with the removal of the bedrooms in the basement, replacement of flat skylight as recommended by Craig Mineweaser, Architectural Advisor, with minimal changes to rear porch door that is necessary to meet life safety code requirements and not affect the integrity of the existing structure (5-0-0-2, 2 absent).

9. OTHER BUSINESS

9.A. Commission Procedures and Staff Communications

i. Announcements/Other Items

- Correspondence received for HLC
 - None
- Monthly Report on HT properties: Residential reversions (verbal update)
 - None

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

- City Council and Planning Commission Actions (verbal update)
 - Commission requested an updated on the status of the Historical Preservation Ordinance.

iii. Commission/ Board Liaison and Committee Reports

- Santa Clara Arts and Historic Consortium (Standifer/Cherukuru as alternate)
[Fourth Monday of each month at 7:15 p.m. - Headen-Inman House]
- Historic Preservation Society of Santa Clara (Mahan/Leung 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/Hyams as alternate)
- BART/ High Speed Rail/ VTA BRT Committee (Johns/Cherukuru as alternate)
- Zoning Ordinance Update (Johns/Hyams Alternate)
- Review of Mills Act Contracts Ad-hoc Committee (Johns, Hyams and Estes)
- Review of Publications, CAMP and Technical Briefs Ad-hoc Committee (Cherukuru, Mahan and Estes)

iv. Commission Activities

- Commissioner Travel and Training Reports

v. Upcoming Agenda Items

- Projects not requiring HLC Review- TBD
- Review of Street Name List – TBD
- Commission Training – TBD (Lorie Garcia)

ADJOURNMENT

The meeting was adjourned at 8:59 p.m. The next regular Historical and Landmarks Commission meeting will be held on Thursday, November 3, 2016 at 7:00 p.m. in the City Council Chambers.

Prepared by:



Fahteen Khan
Assistant Planner I

Approved:



Yen Han Chen
Associate Planner

I:\PLANNING\2016\HLC 2016\10.06.2016\HLC Minutes 10.06.16 v2.doc