



**MINUTES  
Thursday, May 4, 2017  
Regular Meeting – 7:00 P.M.**

Please refer to the Historical and Landmarks Commission Procedural Items guideline for information on all procedural matters.

**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: Stephen Estes, Brian Johns, Patricia Leung, Michael Hyams and J.L. "Spike" Standifer, and Priya Cherukuru. Jeannie Mahan arrived for Agenda Item 8.A.

Staff Present: Yen Han 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 and City website on the Friday afternoon preceding the meeting and are available at the Commission meeting at the time of the hearing.

**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 (requests for agenda items to be taken out of order) - None

**6. ORAL PETITIONS/ANNOUNCEMENTS AND COMMUNICATIONS**

Members of the public may briefly address the Commission on any item not on the agenda

- 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 April 6, 2017.

**Motion/Action:** Motion was made by Estes and seconded by Cherukuru to approve the Minutes of April 6, 2017 as prepared (6-0-0-1, Mahan absent).

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

**8. PUBLIC MEETING ITEMS**

<b>8.A. File No.(s):</b>	<b>PLN2017-12569</b>
<b>Location:</b>	1540 Homestead Road, a 7,579 square-foot parcel located on south side of Homestead Road between Jefferson Street and Winchester Boulevard, APN: 269-26-003; Property is zoned Single Family Residential (R1-6L).
<b>Applicant / Owner:</b>	Chris Rice and Anita Casanovas
<b>Request:</b>	<b>Historical Preservation Agreement (Mills Act Contract)</b> for the existing single-family residence and <b>Design Review</b> for an interior remodel, including raising the existing rear roof, new siding and windows and a new 277 square foot deck on the rear of the existing single-family residence
<b>CEQA Determination:</b>	Categorically Exempt per CEQA Sections 15061(b)(3) and 15331
<b>Project Planner:</b>	Rebecca Bustos, Associate Planner
<b>Staff Recommendation:</b>	<b>Approved</b> , 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 provided an overview of the project to the Commission. The applicants Chris Rice and Anita Casanovas were present for the discussion and answered questions. The Commission reviewed memo from Craig Mineweaser, Volunteer Architectural Advisor, on the project. No comments were received from the public during public comment period.

The Commission reviewed the Proposed 10 Year Preservation and Restoration Plan. In response to a question about whether the wood window replacement could occur in Years 5 thru 10, Mr. Rice acknowledged in the affirmative. The Commission discussed the need to match the siding on the main house. The Commission noted the proposed window maintenance does not require further review by the Commission.

**Motion/Action:**

Motion was made by Commissioner Hyams, seconded by Commissioner Mahan to recommend approval of the Historical Preservation Agreement (Mills Act) with the adjustment to the 10 year restoration and maintenance plan to include the replacing the street facing windows with wood, adding chimney inspection and repair, and authorize a small bronze plaque for the property (7-0-0-0).

Motion was made by Commissioner Hyams, seconded by Commissioner Mahan to recommend approval of the project, subject to matching the siding of the front of the house (7-0-0-0).

## 9. OTHER BUSINESS

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

#### i. Announcements/Other Items

- Correspondence received for HLC

None received.

- Procedure for Historical Designation – Ulistac Nature Preserve

The Commission reviewed information on the procedures for historical listing. By consensus, the Commission felt it was time to move forward on the designation process.

- Historical Preservation Ordinance Update

Mr. Chen commented on the review by the State Historic Preservation Office (SHPO). He noted the next step is to bring the HPO to City Council for direction.

- Updated List of Mills Act Contract Properties

The Commission reviewed the list. The HLC requested additional fields be added, such as last updated to restoration schedule. Mr. Chen noted that the State in 2013 required contacts include provision for 5 year inspections. He commented that the list will be helpful in the upcoming review of Historic Preservation Contracts.

- 2016 Historic Preservation Fund Annual Report

Mr. Chen noted the HPF, established in 1977, is administered by the National Park Service.

- Historic Preservation Grants and Potential Funding Sources

The Commission reviewed the information on possible grants and funding sources from SHPO. Mr. Chen noted that the City has chosen to provide preservation incentives to homeowners through the Mills Act. He noted other grant funding is available as a Certified Local Government through SHPO.

- National Preservation Month

Mr. Chen noted public display case adjacent to the City Clerk's office was decorated with a display of National Register of Historic Places and Historic American Building Survey. A City Proclamation was made to recognize "This Place Matters" and National Preservation Month.

- Monthly Report on HT properties: Residential reversions (verbal update)

Mr. Chen noted none to report.

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

- City Council and Planning Commission Actions (verbal update)

Mr. Chen reported on the Council selection process for the Commission vacancy.

Commissioner Mahan requested an update on the Larder House.

#### 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)

Mr. Chen reported on the State law changes with accessory dwelling units.

- 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

Mr. Chen noted that the upcoming Annual California Preservation Foundation Conference will be held in Pasadena.

#### v. Upcoming Agenda Items

- Review of Street Name List – TBD

- Commission Training – TBD (Lorie Garcia / Craig Mineweaser, AIA)

**10. ADJOURNMENT**

The meeting was adjourned at 9:07 p.m., to the next regular Historical and Landmarks Commission meeting scheduled to occur on Thursday, June 1, 2017 at 7:00 p.m. in the City Council Chambers.

PREPARED:   
Yen Han Chen  
Associate Planner

APPROVED:   
Gloria Sciara, AICP  
Development Review Officer

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