



**MINUTES
Thursday, September 7, 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:

- **Agenda Item No. 8.A.:** PLN2017-12676 / 1150 Chapel Drive

1. CALL TO ORDER

The meeting was called to order at 7:02 p.m.

2. ROLL CALL

Commissioners Present: Stephen Estes, Priya Cherukuru, Brian Johns, Patricia Leung, J.L. "Spike" Standifer and Nancy Biagini. Jeannie Mahan arrived at Agenda Item 8.A.

Staff Present: Yen Han Chen, Associate Planner, Anna McGill, Associate Planner, Elaheh Kerachian, Associate Planner, and Tiffany Vien, Intern

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 August 3, 2017.

Motion/Action: Motion was made by Estes and seconded by Biagini to approve the Minutes of August 3, 2017 (5-0-1-1, Cherukuru abstain, Mahan absent).

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

8. PUBLIC MEETNG ITEMS

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|------------------------------|---|
| 8.A. File No.(s): | PLN2017-12676 |
| Location: | 1150 Chapel Drive, a 5,967 square foot lot located north of Benton Street and East of Scott Boulevard, APN: 269-11-125; property is zoned Single Family Residential (R1-6L) |
| Applicant / Owner: | Caroline Smullen |
| Request: | Listing of Historic Resource on the City’s Architecturally or Historically Significant Properties List; and Historical Preservation Agreement (Mills Act Contract) for the existing single family residence |
| CEQA Determination: | Categorically Exempt per CEQA Sections 15061(b)(3) and 15331 |
| Project Planner: | Anna McGill, Associate Planner |
| Staff Recommendation: | 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: Mrs. McGill provided an overview of the project to the Commission. The applicant, Caroline Smullen, was present for the discussion, provided a statement and answered questions. The Commission reviewed the Historic Resources Design Review report prepared by Beyond Buildings. Lorie Garcia with Beyond Buildings provided email correspondence indicating that she felt the additional clarification to the content was not needed and provided for in the DPR.

Mr. Standifer noted concern over post World War II homes having a Mills Act Contract. The Commission discussed whether this particular home met the criteria for listing on the City’s Architecturally or Historically Significant Properties List. Chair Johns and Mr. Chen both noted 50 years of age as the eligible time frame for a property to be considered for historical eligibility and this has been typical practice.

Mrs Cherukuru queried if 1130 and 1140 are listed as historic properties and have Mills Act Contracts with the City. Ms. Vien confirmed that they both have Mills Act Contracts with the City.

Motion/Action:
Motion was made by Commissioner Estes, seconded by Commissioner Standifer to continue the item to the next HLC meeting, following revisions to the DPR. The motion failed (1-6-0-0).

Motion was made by Commissioner Biagini, seconded by Commissioner Mahan to recommend that the property at 1150 Chapel be listed on the City’s Architecturally or Historically Significant Properties List and that the Council authorize a small bronze plaque (1948) (7-0-0-0) subject to the following conditions:

1. Amendments to the DPR that clearly illustrates the historically significant architectural features of the minimalist traditional style and clearly outlines the historical significance and uniqueness of the particular property to be undertaken by a qualified professional and Staff to approve those changes before forwarding onto the City Council.
2. All future work must receive required city administrative or discretionary permit approvals prior to permit issuance.
3. Building permits must be issued prior to any work commencing.

Motion was made by Commissioner Estes, seconded by Commissioner Biagini to recommend Council approval of a Historical Preservation Agreement (Mills Act Contract) with the 10-Year Preservation Plan (5-2-0-0, Standifer and Cherukuru, opposed).

9. OTHER BUSINESS

9.A. Commission Procedures and Staff Communications

i. Announcements/Other Items

- Correspondence received for HLC
 - None
- Procedure for Historical Designation- Ulistac Nature Preserve (update)
 - The Commission requested that staff ask the Parks and Recreation Director on their interested in the historical designation of Ulistac.
 - The Commission requested that staff contact preservation firms to obtain a cost estimate on completing a cultural resource evaluation report for the purposes of listing at the local, State, national level.
- ACEforward Notice of Availability of Draft Environmental Impact Report (update)
 - Mrs. McGill, Associate Planner, provided a summary of the actions completed following the last HLC meeting where the item was presented on August 3, 2017 included responses received from Ms Garcia, the State Register and the National Register as well as the response that was submitted to Aceforward on behalf of the City of Santa Clara. She noted that all professional have confirmed that the relocation of the Agnew Railroad Station is not considered to have an impact of the resource's ability to be listed at the state and national register.
 - The Commission noted that they appreciated the work undertaken by staff and would like an update when the final EIR is available.
- Election of Commission Officers
 - **Motion/Action:** Motion was made by Estes, seconded by Cherukuru that Brian Johns continue as Chair and Jeanie Mahan continue as Vice Chair (7-0-0-0).
 - **Motion/Action:** Motion was made by Johns, seconded by Cherukuru to approve the new Commission/Board Liaison assignments (7-0-0-0).
- Review and Survey of Mills Act Contracts (verbal update)
 - Ms. Vien provided an updated on the audit of existing Historic Preservation Contracts. She noted initial letters and physical property inspections are underway. Additional letters to recently approved Contracts will be going out shortly.
- 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)

iii. Commission/ Board Liaison and Committee Reports

- By consensus, the Commission noted ending the Mills Act Contracts Ad-hoc Committee and Publications, CAMP and Technical Briefs Ad-hoc Committee.
- Santa Clara Arts and Historic Consortium (Estes/Biagini 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 Thursday of each month at 10:00 a.m. - Harris Lass Preserve]

- Old Quad Residents Association (Leung/Johns as alternate)
- Architectural Committee (Mahan / Johns as alternate)
- Agnews Historic Cemetery Museum Committee (Standifer/Biagini as alternate)
- BART/ High Speed Rail/ VTA BRT Committee (Johns/Cherukuru as alternate)
- Zoning Ordinance Update (Johns/Biagini Alternate)

iv. Commission Activities

- Commissioner Travel and Training Reports

v. Upcoming Agenda Items

- Joint City Council/Commission dinner meeting – March 6, 2018
- Review of Street Name List – TBD
- Commission Training – TBD (Lorie Garcia / Craig Mineweaser, AIA)
- ***New items requested by the Commission***
- E-mail Address for Commissioners – November 2017
- Election of Commission Officers – March 2018

10. ADJOURNMENT

The meeting was adjourned at 9:55 p.m., to the next regular Historical and Landmarks Commission meeting scheduled to occur on Thursday, October 10, 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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