



**MINUTES  
Thursday, March 1, 2018  
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.: PLN2017-12937 / 653 Jefferson Street**

**1. CALL TO ORDER**

The meeting was called to order at 7:06 p.m.

**2. ROLL CALL**

Commissioners Present: Nancy Biagini, Priya Cherukuru, Stephen Estes, Brian Johns, Patricia Leung and Jeannie Mahan

Commissioner Absent: J.L. "Spike" Standifer

Staff Present: Yen Han Chen, Associate Planner, and Elaheh Kerachian, 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 –
- 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 February 1, 2018.**

**Motion/Action:** Motion was made by Commissioner Estes and seconded by Commissioner Biagini to approve the Minutes for the meeting of February 1, 2018 (6-0-0-1, Standifer absent).

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

**8. PUBLIC MEETING ITEMS**

**8.A. File No.(s):** PLN2017-12937  
**Location:** 653 Jefferson Street, a 4,635 square-foot parcel located on the east side of the Jefferson Street, APN: 269-35-028; property in zoned Single-Family Residential (R1-6L)  
**Applicant / Owner:** Arlene Pineda Juntado/ Edward Scott Sympson  
**Request:** **Nomination of Property** to the City's Historic Resource Inventory and **Approval of Historical Preservation Agreement (Mills Act Contract)** for the existing single-family residence  
**CEQA Determination:** Categorically Exempt per CEQA Sections 15061(b)(3)  
**Project Planner:** Elaheh Kerachian, Associate Planner  
**Staff Recommendation:** **Approve** 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. Kerachian provided an overview of the project to the Commission. The applicants Arlene Pineda Juntado and Edward Scott Sympson were present for the discussion and answered questions.

The Commission reviewed the Historical Survey and Proposed 10 Year Preservation and Restoration Plan. The discussion focused on the status of the related detached accessory building. The Commission noted that the work on the detached structure which is consistent with "The Secretary of Interior's Standards for Rehabilitation" is allowed. The Commission noted that demolition of the structure would require added discussion in the survey report, and that the discussion under "Related Features" is not adequate. The Commission discussed issuance of historical bronze plaque. No comments were received from the public during public comment period.

Commissioner Cherukuru inquired whether Mills Act contracts were eligible for the Council consent calendar or requires a public hearing.

**Motion/Action:** Motion was made by Commissioner Biagini, seconded by Commissioner Cherukuru to recommend Council approval of adding the property on the HRI, the Historical Preservation Agreement (Mills Act Contract) and the adoption 10-year Preservation or Restoration Plan, and issuance of bronze plaque by the HLC upon approval of the request listing and preservation contract by the Council, subject to the following conditions (6-0-0-1, Standifer):

- a) Correction to the DPR and staff report with regards to square footage and reference to Spanish Colonial style.

**9. OTHER BUSINESS**

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

**i. Announcements/Other Items**


- Correspondence received for HLC
- Reclaiming Our Downtown - Email from Dan Ondrasek; Mr. Chen noted the downtown organization would like to present to the Commission at a future meeting.
- Concept of expanding the existing Historic Resources Inventory (HRI) and creating Historic

- Districts in Santa Clara
- The Commission reviewed memo presented by Lorie Garcia, Honorary City Historian.
- Joint City Council/Commission Dinner – March 6, 2018 (verbal update)
- The Commission discussed items to be presented to the Council. They noted a big thank you to Council for approving the Historic Preservation Ordinance.
- Historic Preservation Workshop (verbal update)
- Mr. Chen noted that the HLC advisors will be the speakers at the workshop to be held on May 12, 2018, 1-5pm at the Santa Clara Depot. Mr. Chen noted the event will be co-sponsored by the South Bay Historical Railroad Society. HLC reviewed the draft agenda.
- **Motion** was made by Estes, seconded by Leung to authorize expenditure of up to \$1500 for the promotion of the event and May Preservation Month in the *Weekly*.
- New format for Agenda/Minutes/Audio Recordings (verbal update)
- Mr. Chen informed the Commission of changes to future agendas, and summaries will be in the form of action minutes. He noted that recordings will be made available to the public on the City's web site.
- Monthly Report on HT properties: Residential reversions (verbal update)
- None
- ii. **Report of the Liaison from the Community Development Department**
  - City Council and Planning Commission Actions (verbal update)
- iii. **Commission/ Board Liaison and Committee Reports**
  - 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)
  - El Camino Real Specific Plan Community Advisory Committee (Biagini)
- iv. **Commission Activities**
  - Commissioner Travel and Training Reports
  - Mr. Chen noted the California Preservation Conference will be held in Palo Alto on May 17 – 20, 2018. He noted the Commission is authorize to send 3 members to the conference. He also noted that being a local conference, the Commission can authorize attendance for individual training sessions.
  - **Motion** was made by Johns, seconded by Cherukuru to authorize Biagini, Estes and Cherukuru to attend the full conference, and up to two commissioners per individual training session.
  - Commissioner Leung report on recent travel and tour of Tower of London
- v. **Upcoming Agenda Items**
  - Joint City Council/Commission dinner meeting – March 6, 2018
  - Preservation Month Activities: Community Outreach / Commission Training – May 2018
  - Review of Street Name List – TBD

## 10. ADJOURNMENT

The meeting was adjourned at 9:52 p.m., to the next regular Historical and Landmarks Commission meeting will be held on Thursday, April 5, 2018, at 7:00 p.m. in the City Council Chambers.

PREPARED:

  
 Yen Chen  
 Associate Planner

APPROVED:

  
 Gloria Sciara, AICP  
 Development Review Officer