



City of Santa Clara

HISTORICAL AND LANDMARKS COMMISSION MEETING MINUTES

Thursday, October 4, 2012 – 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:

- **Agenda Item No. 8.A.: Mills Act Contract for 1410 Lexington Street**
- **Agenda Item No. 8.B.: Mills Act Contract for 1420 Lexington Street**

1. CALL TO ORDER

The meeting was called to order at 7:08 p.m.

2. ROLL CALL

Commissioners Present: Chair Brian Johns, Robert Luckinbill, Jeannie Mahan, Kris Motyka, Jerry McKee and Rosalie Wilson.

Commissioners Excused: Shawn Hartung

Staff Present: Associate Planner, Yen Chen

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 (requests for agenda items to be taken out of order)
 - Commissioner Johns reordered the items under Public Meetings (Items 8.A and 8.B).

6. ORAL PETITIONS/ANNOUNCEMENTS AND COMMUNICATIONS

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

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 July 12, 2012.

Motion/Action: The Commission approved the Minutes of July 12, 2012 meeting as corrected for Declaration of Commission Procedures (5-0-1-1, Motyka abstaining, Hartung absent).

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

8. PUBLIC MEETING ITEMS

Chair Johns combined the discussion for Items 8.A. and 8.B. Commissioner Motyka recused herself from the discussion and exited the room for Items 8.A. and 8.B.

- 8.A. File No.(s):** PLN2012-09387
Location: 1410 Lexington Street, a 3,767.5 square foot parcel located on the south west corner of Lexington Street and Madison Street (APN: 269-26-048). Property is zoned Single Family Residential (R1-6L).
Applicant / Owner: Randy Roedell
Request: Request for Mills Act Contract Approval
CEQA Determination: Categorically Exempt per CEQA Section 15331
Project Planner: Yen Han Chen, Associate Planner
Staff Recommendation: **Recommend City Council approval to add the property at 1410 Lexington Street to the City's Architecturally or Historically Significant Properties List and approval of a Historic Property Preservation Agreement (Mills Act Contact)**

- 8.B. File No.(s):** PLN2012-09389
Location: 1420 Lexington Street, a 3,082.5 square foot parcel located on the south side of Lexington Street approximately 55 feet west of Madison Street (APN: 269-26-047). Property is zoned Single Family Residential (R1-6L).
Applicant / Owner: Randy Roedell
Request: Request for Mills Act Contract Approval
CEQA Determination: Categorically Exempt per CEQA Section 15331
Project Planner: Yen Han Chen, Associate Planner
Staff Recommendation: **Recommend City Council approval to add the property at 1420 Lexington Street to the City's Architecturally or Historically Significant Properties List and approval of a Historic Property Preservation Agreement (Mills Act Contact)**

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

Discussion: Mr. Chen gave a brief overview of the proposed projects. He noted the owners provided as supplemental list of past preservation and restoration work on each of the homes. The property at 1410 Lexington Street is a one-story house, designed in a Bungalow cottage, and constructed circa 1937. The property at 1420 Lexington Street is a one-story house, constructed circa 1938 and designed as a vernacular Spanish Eclectic cottage.

Randy and Julie Roedell, owners, addressed the Commission. They noted that 98 percent of the past preservation and restoration work was performed by them. The owners then requested a historic plaque for each of the two properties. The public hearing was opened and closed without comments from the public.

Motion/Action:

It was moved by Commissioner McKee, seconded by Commissioner Wilson and was carried (5-0-1-1, Motyka abstaining and Hartung absent) to recommend approval to add these two properties to the City's Architecturally or Historically Significant Properties List.

It was moved by Commissioner McKee, seconded by Commissioner Luckinbill and was carried (5-0-1-1, Motyka abstaining, Hartung absent) to recommend approval of a Historic Property Preservation Agreement (Mills Act Contract) for these two properties.

It was moved by Commissioner Luckinbill, seconded by Commissioner Wilson and was carried (5-0-1-1, Motyka abstaining, Hartung absent) to recommend approval for a historic oval plaque for these two properties.

9. OTHER BUSINESS

9.A. Commission Procedures and Staff Communications

i. Announcements/Other Items

- Photographs of HLC for Annual Report / City Calendar
- Election of Commission Officers
 - It was moved by Commissioner Wilson, seconded by Commissioner Motyka and was carried (6-0-0-1, Hartung absent) to approve Commissioner Johns as Chair and Commissioner Luckinbill as Vice-Chair
- Commission Committee Reassignments
 - Mr. Chen provided an overview on the current Committee assignments. Commissioner Johns noted that the assignments were recently updated. The Commission made no changes to the Committee assignments.
- Approval of 2013 meeting schedule
 - Mr. Chen noted correction to the proposed meeting schedule. Mr. Chen explained that the City Council Chambers was not available on February 7, 2013. The Commission requested an alternative location for the February 7, 2013 meeting and approved the 2013 meeting schedule.
- Draft DPR Policy for City Manager Review
 - Mr. Chen gave an overview on the proposal to request an updated DPR with Planning Applications for projects before the Commission. He noted that the changes to the Draft DPR Policy will be reviewed by the Director of Planning and Inspection and City Planner, and then forwarded up to the City Manager's Office for review.
 - Ms. Garcia recommended that existing historic surveys be updated every 10 years. She noted that the original historic surveys in Santa Clara were focused on architectural styles, and did not capture the history and people. She also

commented that the reference to DPRs should be changed to Historical Resource Surveys and Recommendations (Surveys).

- Commissioner Johns and Luckinbill also noted their concerns that the policy did not stress a time frame for requiring an update to the surveys.
- Commissioner Johns noted the Commission's current requirement to update surveys for Mills Act contracts.
- Commissioner Motyka summarized the Commission's request to have Historic Resource Surveys and Recommendations reports be updated every 10 years, to correctly reference Surveys and not use the term DPRs, and to add the requirement for maintaining the City's CLG status.
- The Commission requested that staff bring back corrections and edits on the Draft policy proposal for review.
- Discussion regarding Historic Preservation Information (Motyka)
- Commissioner Motyka gave an overview of the draft handout, "Your Santa Clara Historic Home: Frequently Asked Questions and Answers".
- Minor edits and changes were presented by the Commissioners and Ms. Garcia.
- Commissioner Johns inquired as to whether there are restrictions on remodel or additions to properties. Mr. Chen noted that applicants are directed to meet the Secretary of Interior Standards.
- Commissioner Motyka noted that the document would be presented to the public at the Permit Center or by Planning Staff.
- Commissioner Luckinbill suggested that the public should seek out the Planning Division for more information is added as a reference.
- Commissioner Motyka motion, second Luckinbill make correction and move the brochure through the review process for publication. It was moved by Commissioner Motyka, seconded by Commissioner Luckinbill and was carried (6-0-0-1, Hartung absent) to recommend with the noted corrections to move the brochure through the review process for publication.
- Annual Review of City-Owned Historic Properties
- Annual review Information was provided by Ken Winland, Building Maintenance Manager.
- Commissioner McKee noted that Mr. Ed Richards and Craig Mineweaser were working on reinstalling the Windows Walk.
- Monthly Report on HT properties: Residential reversions
- None
- Quarterly report on matter of document retention
- None

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

- City Council and Planning Commission Actions (3 item attached)
- Mr. Chen provided an update on the Santa Clara University Art and Art History Building and noted that the project will be moving forward to the Architectural Committee for review.

iii. Commission/Board Liaison and Committee Reports

- Santa Clara Arts and Historic Consortium (McKee / Wilson as alternate)
[Fourth Monday of each month at 7:15 p.m. - Headen-Inman House]
- Commissioner McKee reported that window was repaired. He noted that a number of items transferred to Fire Museum (helmet, fire boxes, candy machine). Shoe shine stand was transferred to Railroad Museum.
- Historic Preservation Society of Santa Clara (Mahan / Luckinbill as alternate)
[Second Friday of each month at 10:00 a.m.- Harris Lass Preserve]
- Commissioner Mahan reported that the group was working on the Annual Historic Home Tour. Mr. Chen noted that blue brochure details the Historic Home Tour.
- Old Quad Residents Association (Motyka / Johns as alternate)

- Commissioner Motyka noted that the Old Quad Residents Association attended the City Council meeting to hear the presentation on a proposal for a mixed-use development at Monroe Street and Franklin Street.
- Architectural Committee (Mahan / Johns as alternate)
- Agnews Historic Cemetery Museum Committee (Wilson / Luckinbill as alternate)
- BART Committee (Johns / McKee as alternate)
- General Plan Steering Committee (Motyka / Wilson Alternate)

iv. Commission Activities

- Commissioner Travel and Training Reports
- Ethics Training - September 13, 2012, 6:30-9:00pm
- Commissioners Johns, Luckinbill, Mahan, Motyka, McKee and Wilson attended 2 hours of Ethics Training in the provided by the City. Commission Hartung and Mr. Chen will be completing the required 2 hour training on-line.

v. Upcoming Agenda Items

- Review of Street Name List – November 1, 2012
- Draft 2011-2012 Annual Certified Local Government Report – November 1, 2012
- Quarterly report on matter of document retention – January 3, 2013

10. ADJOURNMENT

The meeting was adjourned at 8:55 p.m. The next regular Historical and Landmarks Commission meeting will be held on Thursday, November 1, 2012 at 7:00 p.m.

Prepared by: 
 Yen Chen
 Associate Planner

Approved: 
 Gloria Sciara, AICP
 Development Review Officer

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