



City of Santa Clara

Meeting Minutes

Historical & Landmarks Commission

03/03/2022

6:00 PM

Virtual Meeting

Pursuant to California Government Code section 54953(e) and City of Santa Clara Resolution 22-9051, the Historical and Landmarks Commission meeting will be held by teleconference only. No physical location will be available for this meeting; however, the City of Santa Clara continues to provide methods for the public to participate remotely:

- Via Zoom:
 - o <https://santaclaraca.zoom.us/j/97233262035> or
 - o Phone: 1 (669) 900-6833
 - Webinar ID: 972 3326 2035

Public Comments prior to meeting may be submitted via email to PlanningPublicComment@santaclaraca.gov no later than noon on the day of the meeting. Clearly indicate the project address, meeting body, and meeting date in the email.

PUBLIC PARTICIPATION IN ZOOM WEBINAR:

Please follow the guidelines below when participating in a Zoom Webinar:

- The meeting will be recorded so you must choose 'continue' to accept and stay in the meeting.
- If there is an option to change the phone number to your name when you enter the meeting, please do so as your name will be visible online and will be used to notify you that it is your turn to speak.
- Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
- Use the raise your hand feature in Zoom when you would like to speak on an item and lower when finished speaking. Press *9 to raise your hand if you are calling in by phone only.
- Identify yourself by name before speaking on an item.
- Unmute when called on to speak and mute when done speaking. If there is background noise coming from a participant, they will be muted by the host. Press *6 if you are participating by phone to unmute.
- If you no longer wish to stay in the meeting once your item has been heard, you may leave the meeting.

CALL TO ORDER AND ROLL CALL

Vice Chair Vargas-Smith called the meeting to order at 6:06 p.m.

Present 6 - Commissioner Amy Kirby, Vice Chair Ana Vargas-Smith ,
Commissioner Michael Celso , Commissioner Megan Swartzwelder ,
Commissioner Kathleen Romano, and Commissioner Ed Stocks

Absent 1 - Chair Patricia Leung

A motion was made by Commissioner Romano, seconded by Commissioner Celso to approve Chair Leung's absence.

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

CONSENT CALENDAR

Commissioner Celso abstained from voting on the Consent Calendar item due to his absence at the previous meeting.

A motion was made by Commissioner Romano, seconded by Commissioner Stocks to approve the consent calendar.

Aye: 5 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

Abstained: 1 - Commissioner Celso

1. [22-269](#) Historical and Landmarks Commission Minutes of February 3, 2022

Recommendation: Approve the Historical and Landmarks Commission Minutes of February 3, 2022.

PUBLIC PRESENTATIONS

Commissioner Romano commented on observed construction activity at 712 Jefferson Street. **Staff Liaison Jeff Schwilk** and **Associate Planner Steve Le** clarified that an administrative Significant Property Alteration (SPA) Permit had been granted for some work and that the owner is planning to file an application for an expanded work scope that will be referred to the Commission for review as part of a SPA permit in the near future.

GENERAL BUSINESS

2. [22-237](#) Consideration of Historic Preservation Agreement (Mills Act Contract) and Significant Property Alteration (SPA) Permit to allow a new basement, first floor addition, and new detached Accessory Dwelling Unit (ADU) and garage at 1765 Market Street

Recommendation: Staff recommends the Historical and Landmarks Commission find that the house will retain sufficient integrity as a significant example of Queen Anne style architecture through the construction of the proposed addition, subject to the procedures outlined in the Preservation Treatment Plan attached to the Development Plans, and recommend approval of the following:

- 1) That, based upon the analysis and findings of the historical evaluation, the Commission forward a recommendation to the City Council for approval of the Mills Act Contract application, including the adoption of a 10-Year Rehabilitation and Maintenance Plan associated with this historic preservation agreement; and,
- 2) That, based upon the analysis and findings of the historical evaluation, the Commission forward a recommendation of approval for issuance of a Significant Property Alteration (SPA) Permit to the Director of Community Development for the proposed addition, subject to the procedures outlined in the Preservation Treatment Plan attached to the Development Plans.

Associate Planner Steve Le provided the staff presentation.

Public Speakers: Roger Waldorf
Nancy Waldorf

A motion was made by Commissioner Romano, seconded by Commissioner Stocks to close public hearing.

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

A motion was made by Commissioner Stocks, seconded by Commissioner Romano to approve staff recommendation subject to the recommended condition of approval that the owner submit an updated Historic Resource Survey Report to the City, as prepared by a qualified professional, which evaluates the property within twelve months following completion of the project construction.

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

3. [22-257](#) Significant Property Alteration (SPA) Permit to replace an existing foundation, convert an existing first floor basement and attic to living area, minor interior alterations, window replacement, and installation of a roof shed dormer at the rear of an existing historic single-family residence located at 1037 Harrison Street.

Recommendation: Recommend that the Historical and Landmarks Commission find that the proposed project retains sufficient integrity to qualify as a historic resource and recommend approval of the SPA Permit for the scope of work shown in the Development Plans to the Director of Community Development.

Associate Planner Debby Fernandez provided the staff presentation. **Homeowner Tom Chan** spoke regarding the project.

A motion was made by Commissioner Kirby, seconded by Commissioner Romano to recommend approval of the Significant Property Alteration Permit to the Director of Community Development, subject to full restoration of the front windows with all-wood windows constructed of period-appropriate framing, sash and molding dimensions, and including period-appropriate rolled vintage glass, subject to review by a qualified professional and approval by Planning Division staff prior to installation, given the significance of this house as one of five homes in the City of Santa Clara registered in the Library of Congress.

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

4. [22-263](#) Consideration of Architectural Review of a proposed new two-story home and carport at 1854 Market Street that is located within 200 feet of an Historic Resource.

Recommendation: Recommend that the Historical and Landmarks Commission find that the proposed project located at 1854 Market Street will not destroy or have a significant adverse effect on the integrity of the HRI listed property across the street at 1889 Market Street; that the alterations are compatible with the existing structure and its setting in the neighborhood and Old Quad area, and recommend approval to the Development Review Hearing Officer.

Associate Planner Jeff Schwilk provided the staff presentation.
Applicant Brooke Morton spoke regarding the project.

Public Speaker: Pam Dickinson

A motion was made by Commissioner Stocks, seconded by Commissioner Kirby to close public hearing.

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

A motion was made by Commissioner Romano, seconded by Commissioner Stocks to approve staff recommendation.

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

5. [22-282](#) Action on Draft Certified Local Government (CLG) 2020-2021 Annual Report

Recommendation: Recommend that the Commission review and take action to approve the Draft Certified Local Government (CLG) 2020-2021 Annual Report, subject to providing the requested additional feedback on recent training attended by Commissioners.

A motion was made by Commissioner Celso, seconded by Commissioner Stocks to approve the Draft CLG report incorporating additional information provided by the Commission .

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

STAFF REPORT

1. Berryessa Adobe Maintenance

Architectural Advisor Craig Mineweaser provided the Commission with an update on building and garden maintenance work.

2. Liaison Staffing Update

Mr. Schwilk informed the Commission that Staff Liaison Rebecca Bustos is expected to return from leave in April.

COMMISSIONERS REPORT

1. Subcommittee Reporting - 20 minutes

2. Board and Committee Assignments - 15 minutes

Commissioners reported on assignments.

Board/Committee

Lead/Alternate

Santa Clara Arts and Historic Consortium
Historic Preservation Society of Santa Clara
Old Quad Residents Association
Development Review Hearing
BART/ High Speed Rail/ VTA BRT Committee
Zoning Ordinance Update
El Camino Real Specific Plan Community Advisory Committee
Downtown Revitalization

Leung / Romano
Vargas-Smith / Leung
Leung / Romano
Romano / Vargas-Smith
Vargas-Smith / Swartzwelder
Romano / Swartzwelder
Leung
Vargas-Smith / Romano

3. Announcements and Other Items - 10 minutes

None.

4. Commissioner Travel and Training Requests - 10 minutes

None.

5. Discussion of National Preservation Month

Staff Liaison Jeff Schwilk referenced an email received from Bill Hare, and which was distributed to the Commission prior to the meeting, on updated plans and activities being scheduled in the County for National Preservation Month.

The Commission discussed the possible placement of Historic American Building Survey (HABS) drawings for City properties in the City display case for the month of May.

The Commission requested that a discussion of May preservation month activities be placed on the agenda for the next meeting.

ADJOURNMENT

A motion was made by Commissioner Romano, seconded by Commissioner Swartzwelder to adjourn the meeting.

The meeting adjourned at 10:23 p.m.

The next regular scheduled meeting is on April 7, 2022.

Aye: 6 - Commissioner Kirby, Vice Chair Vargas-Smith, Commissioner Celso, Commissioner Swartzwelder, Commissioner Romano, and Commissioner Stocks

Excused: 1 - Chair Leung

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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