



City of Santa Clara

Meeting Agenda

Historical & Landmarks Commission

Thursday, March 5, 2020

6:00 PM

City Hall - City
Manager's Conference Room
1500 Warburton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

DECLARATION OF COMMISSION PROCEDURES

REQUEST FOR EXCEPTIONS, WITHDRAWALS AND CONTINUANCES

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.

1. 20-231 [Action on Historical and Landmarks Commission Minutes of January 2, 2020](#)

Recommendation: Approve the Historical and Landmarks Commission Minutes of January 2, 2020.

PUBLIC PRESENTATIONS

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

PUBLIC HEARING / GENERAL BUSINESS

The following items from this Historical and Landmarks Commission agenda will be scheduled for further review following the conclusion of hearings and recommendations by the Historical and Landmarks Commission. Please contact the Planning Division office for information on the schedule of hearings for these items.

2. 20-207 [Public Hearing: Consideration to add street names to the City's Approved Street Name List](#)

Recommendation: Recommend that the Historical and Landmarks Commission recommend Council approval of the proposed street names Champions Way, Champions Drive, Olympic Drive and Hansen Drive be added to the City's approved street name list.

COMMISSIONERS REPORT

3. 20-232 [Action on Other Business before Historical and Landmarks Commission](#)

Recommendation: There are six items for consideration.

- Election of Officers (for Fiscal Year ending June 30, 2020)
- Board and Committee Assignments
- National Historic Preservation Month Activities and Promotion
- CLG 2018-2019 Annual Report (Reporting period is from October 1, 2018 through September 30, 2019)
- 2020 Work-Plan and 2019 Accomplishments
- Joint Dinner with City Council (March 17, 2020 5:00-6:00 PM)

Announcements / Other Items

- *Correspondence*

Board and Committee Assignments

- *Santa Clara Arts and Historic Consortium (Estes / Leung Alternate)*
- *Historic Preservation Society of Santa Clara (Vargas-Smith)*
- *Old Quad Residents Association (Leung / Vargas-Smith as alternate)*
- *Architectural Committee (Leung / Vargas-Smith as alternate)*
- *Agnews Historic Cemetery Museum Committee (Standifer / Romano as alternate)*
- *BART/ High Speed Rail/ VTA BRT Committee (Vargas-Smith / Swartzwelder as alternate)*
- *Zoning Ordinance Update (Romano / Leung as alternate)*
- *El Camino Real Specific Plan Community Advisory Committee (Leung)*
- *Downtown Revitalization (Vargas-Smith/ Romano as alternate)*

Commissioner Travel and Training Reports, Requests to Attend Training

HLC LIAISON REPORT

City Council and Planning Commission Actions

Upcoming Agenda Items

- *Joint Dinner with City Council - March 17, 2020 5:00-6:00 PM*
- *Review of Street Name List - TBD*
- *CEQA Training for HLC - TBD*
- *Preservation Month Activities - TBD*

ADJOURNMENT

The next regular scheduled meeting is on Thursday, April 2, 2020 at 6:00 p.m. in the City Council Chambers.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
[@SantaClaraCity](https://twitter.com/SantaClaraCity)

Agenda Report

20-231

Agenda Date: 3/5/2020

REPORT TO HISTORICAL AND LANDMARKS COMMISSION

SUBJECT

Action on Historical and Landmarks Commission Minutes of January 2, 2020

RECOMMENDATION

Approve the Historical and Landmarks Commission Minutes of January 2, 2020.

Reviewed by: Yen Han Chen, Associate Planner

Approved by: Gloria Sciara, Development Review Officer

ATTACHMENTS

1. Historical and Landmarks Commission Minutes of January 2, 2020



City of Santa Clara

Meeting Minutes

Historical & Landmarks Commission

01/02/2020

6:00 PM

Staff Conference Room
City Hall Council Chambers
1500 Warburton Avenue
Santa Clara, Ca 95050

CALL TO ORDER AND ROLL CALL

A motion was made by Commissioner Estes and seconded by Commissioner Romano that the Historical and Landmarks Commission excuse Commissioner Swartzwelder.

Present 6 - Commissioner Patricia Leung, Vice Chair Stephen Estes, Commissioner J.L. "Spike" Standifer, Commissioner Ana Vargas-Smith, Commissioner Michael Celso, and Commissioner Kathleen Romano

Excused 1 - Commissioner Megan Swartzwelder

DECLARATION OF COMMISSION PROCEDURES

Commissioner Patricia Leung read the Historical and Landmarks Commission procedures.

REQUEST FOR EXCEPTIONS, WITHDRAWALS AND CONTINUANCES

The Applicant on Item 4 requested to be heard earlier on the agenda.

A motion was made by Commissioner Estes and seconded by Commissioner Vargas-Smith that the Historical and Landmarks Commission move Item 4 ahead of Item 2 under Public Hearing / General Business.

Aye: 6 - Commissioner Leung, Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, Commissioner Celso, and Commissioner Romano

Excused: 1 - Commissioner Swartzwelder

CONSENT CALENDAR

- 1.A [20-1473](#) Action on Historical and Landmarks Commission Minutes of September 5, 2019

A motion was made by Commissioner Celso, seconded by Commissioner Vargas-Smith to approve the Historical and Landmarks Commission Minutes of January 2, 2020.

Aye: 5 - Commissioner Leung, Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, and Commissioner Celso

Excused: 1 - Commissioner Swartzwelder

Abstained: 1 - Commissioner Romano

PUBLIC PRESENTATIONS

None

PUBLIC HEARING / GENERAL BUSINESS

2. [20-1320](#) Public Hearing: Consideration of HLC Referral for projects near Historical Resource Inventory for the property located at 655 Jefferson Street

Public Speaker(s): Rob Mayer, Architect

A motion was made by Commissioner Estes and seconded by Commissioner Vargas-Smith that the Historical and Landmarks Commission finds that the proposed project would not adversely impact the integrity of the listed resources in the vicinity of the project; and recommend to the Planning Commission that there are unusual conditions applying to this property and support the Variance request.

Aye: 6 - Commissioner Leung, Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, Commissioner Celso, and Commissioner Romano

Excused: 1 - Commissioner Swartzwelder

3. [20-1329](#) Public Hearing: Consideration of a Significant Property Alteration (SPA) permit for an addition and a new ADU in basement at a Mills Act property located at 1393 Santa Clara Street
- Public Speaker(s):** Seif and Lauren Mazareeb, and Rob Mayer, Architect
- A motion was made by Commissioner Vargas-Smith and seconded by Commissioner Celso that the Historical and Landmarks Commission finds that the proposed project located at 1393 Santa Clara Street retains the essential character defining elements that make it significant; that the proposed project does not destroy or have a significant adverse effect on the integrity of the designated property; that the alterations are compatible with the existing structure; and that the rehabilitation of the residence meets the Secretary of the Interior's Standards for Rehabilitation, subject to the conditions of approval of the SPA permit, with the following modification to substitute Condition C7:**
- The applicant shall 1) provide photographs of the cobblestone before removal; 2) rebuild with the existing cobblestone; 3) exercise care and artisanship to achieve appearance similar to the porch wall and porch column; and 4) reproduce to a practical degree.**
- Aye:** 4 - Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, and Commissioner Celso
- Excused:** 1 - Commissioner Swartzwelder
- Recused:** 2 - Commissioner Leung, and Commissioner Romano
4. [20-1431](#) Public Hearing: Consideration of HLC referral for projects near a Historical Resource Inventory for the property located at 473 Lafayette Way
- Public Speaker(s):** Saul Caruso, Architect
- A motion was made by Commissioner Estes and seconded by Commissioner Vargas-Smith that the Historical and Landmarks Commission find that the proposed project located at 473 Lafayette Way does not have a significant adverse effect on the integrity of the historic resource at 950 Bellomy Street and that the alteration is compatible with the existing structure and neighborhood.**
- Aye:** 6 - Commissioner Leung, Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, Commissioner Celso, and Commissioner Romano
- Excused:** 1 - Commissioner Swartzwelder

COMMISSIONERS REPORT

5. [20-1472](#) Action on Other Business before Historical and Landmarks Commission

Public Speakers(s): None

A motion was made by Commissioner Estes and seconded by Commissioner Standifer to continue the Election of Officers for a full Commission.

Aye: 6 - Commissioner Leung, Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, Commissioner Celso, and Commissioner Romano

Excused: 1 - Commissioner Swartzwelder

A motion was made by Commissioner Romano and seconded by Commissioner Standifer to appoint Commissioner Romano as the Lead and Commissioner Leung as Alternate to the Zoning Ordinance Update, and appoint Commissioner Romano as Alternate to both Agnew Historic Cemetery Museum Committee and Downtown Revitalization.

Aye: 6 - Commissioner Leung, Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, Commissioner Celso, and Commissioner Romano

Excused: 1 - Commissioner Swartzwelder

Staff Liaison Yen Han Chen asked that Commissioners to update their resume and Statement of Qualifications, and to report on training Received between October 1, 2018 through September 30, 2019. He noted SHPO has yet to release the Template for the CLG 2018-2019 Annual Report for reporting.

Staff Liaison Yen Han Chen reported on Leadership Santa Clara 2020 program. He reminded those interested the deadline is January 10, 2020.

Announcements / Other Items

No additional items reported.

Board and Committee Assignments

Commissioners present reported on assignments.

Commissioner Travel and Training Reports, Requests to Attend Training

No travel or training reported. No request to attend training.

HLC LIAISON REPORT

City Council and Planning Commission Actions

Staff Liaison Yen Han Chen reported on Council and Planning Commission items.

Upcoming Agenda Items

Staff Liaison Yen Han Chen provided updates on upcoming agenda items.

ADJOURNMENT

A motion was made by Commissioner Estes and seconded by Commissioner Romano to adjourn the meeting. The meeting was adjourned at 11:05 p.m. The next regular scheduled meeting is on February 6, 2020.

Aye: 6 - Commissioner Leung, Vice Chair Estes, Commissioner Standifer, Commissioner Vargas-Smith, Commissioner Celso, and Commissioner Romano

Excused: 1 - Commissioner Swartzwelder



Agenda Report

20-207

Agenda Date: 3/5/2020

REPORT TO HISTORICAL AND LANDMARKS COMMISSION

SUBJECT

Public Hearing: Consideration to add street names to the City's Approved Street Name List

EXECUTIVE SUMMARY

Hunter Storm Properties is proposing four new street names to be added to the City's approved street name list for assignment to the private streets within and bordering the Gateway Crossings project site. The proposed street names include Champions Way, Champions Drive, Olympic Drive and Hansen Drive. A fifth private street within the development would take the name Corcoran Drive, which is currently on the City's approved street name list.

BACKGROUND

Chapter 2.120 of the Santa Clara City Code provides for the Historical and Landmarks Commission (HLC) to act as an advisory board to the Council on street naming. The last update to the street name list was 2008 following recommendation by the HLC and approval by Council. Additions to the street name list have since occurred as part of the Tentative Map process for individual development projects that include private or public streets.

As requested by the HLC, staff asks applicants to consider names from the City's approved list prior to requesting a new name(s). In the case of this proposal, the applicant has chosen one name currently on the City's approved list and is proposing four new names with cultural and historical associations. The applicant has submitted the proposed list and basis for the choice of street names to be made part of the Final Subdivision Map for the approved Gateway Crossings Project and is attached for review.

DISCUSSION

The roadway network in the Gateway Crossings Project consists of five private streets that transect and link planned development on the site to public streets and adjacent development. A Site Map is attached illustrating the street layout and its integration into the street network connecting adjacent land uses on the Coleman Highline Planned Development Project to the east in the City of San Jose. Champions Way borders the Gateway Crossings Project along the eastern boundary of the site and is partly within the jurisdiction of San Jose and becomes a private street as it enters Santa Clara. Champions Way is an approved street name for the portion in San Jose and is proposed for continuance as an approved street name in Santa Clara with construction of both developments.

The proposed street names have been reviewed by the Communications Division of the Police Department and Traffic Engineering and determined not to pose any emergency response concerns. Staff recommends that the HLC recommend approval of Champions Way, Champions Drive, Olympic Drive and Hansen Drive be added to the City's approved street name list.

FISCAL IMPACT

There is no cost to the City other than administrative staff time and expense for processing the request.

ENVIRONMENTAL REVIEW

The action being considered is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15061(b)(3) as the activity is covered by the general rule that CEQA applies only to projects which have a potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

PUBLIC CONTACT

Public contact was made by posting the agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Recommend that the Historical and Landmarks Commission recommend Council approval of the proposed street names Champions Way, Champions Drive, Olympic Drive and Hansen Drive be added to the City's approved street name list.

Reviewed by: Yen Chen, Associate Planner

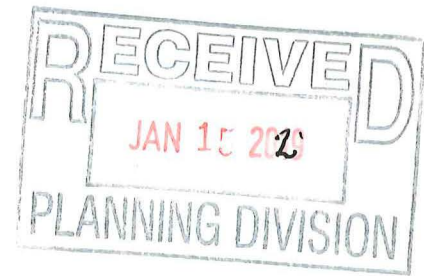
Approved by: Gloria Sciara, Development Review Officer

ATTACHMENTS

1. Applicant Request for Proposed Street Names
2. Site Map

HUNTER STORM

10121 MILLER AVENUE
SUITE 200
CUPERTINO, CA 95014
PHONE: 408.255.4100
FAX: 408.996.8425
www.hunterproperties.com



January 15, 2020

To Whom it May Concern:

Outlined below is narrative regarding our decision to name the private streets at our project, Gateway Crossings. Please note that several of these streets cross the Santa Clara and San Jose border, and are already approved; thus, we recommend that we continue these names across our site for continuity purposes. If you have any questions I can be reached at 408-255-4100 or josh@hunterproperties.com.

Thanks,

A handwritten signature in blue ink, appearing to read "Josh Rupert", with a stylized flourish at the end.

Josh Rupert
Director of Development

Gateway Crossings Street Names

1. **Champions Way** – This is the street labeled (1) in the aerial exhibit. It is currently approved by the City of San Jose, including a new signalized intersection that must be complete prior to the occupancy of Building 2 in the Gateway Crossings project. Champion's Way is intended to signify the two MLS Cup Titles (2001 & 2003) and the two Supporter's Shield Titles (2005 & 2012) that the San Jose Earthquakes have won in their illustrious history.
2. **Champions Drive** - This is the existing street labeled (2) in the exhibit. It is currently approved by the City of San Jose and has already been partially constructed to support the office tenants in the adjacent Coleman Highline project. Champion's Drive is intended to signify the two MLS Cup Titles (2001 & 2003) and the two Supporter's Shield Titles (2005 & 2012) that the San Jose Earthquakes have won in their illustrious history.
3. **Olympic Drive** – This is the street labeled (3) in the aerial exhibit. It was designed to bifurcate the Gateway Crossings project north and south from Coleman Avenue to Champions Way. We are proposing to name it Olympic Drive in honor of the several

Olympians that were born and raised in Santa Clara like Mark Spitz, Claudia Kolb and Donna DeVarona.

4. **Corcoran Drive** – This is the street labeled (4) in the aerial exhibit. This is being named after the former Mayor who was also a hotelier in Santa Clara. This street name has already been approved by the Historical and Landmarks Commission.
5. **Hansen Drive** – This is the street labeled (5) in the aerial exhibit. We are proposing to name this after the former City Councilmember, Gary Hansen. Councilmember Hansen, a Santa Clara University graduate, was one of the youngest individuals to ever be a Councilmember in Santa Clara. Additionally, he was instrumental on the initial Santa Clara stadium efforts.

Site Map





City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

20-232

Agenda Date: 3/5/2020

REPORT TO HISTORICAL AND LANDMARKS COMMISSION

SUBJECT

Action on Other Business before Historical and Landmarks Commission

RECOMMENDATION

There are six items for consideration.

- Election of Officers (for Fiscal Year ending June 30, 2020)
- Board and Committee Assignments
- National Historic Preservation Month Activities and Promotion
- CLG 2018-2019 Annual Report (Reporting period is from October 1, 2018 through September 30, 2019)
- 2020 Work-Plan and 2019 Accomplishments
- Joint Dinner with City Council (March 17, 2020 5:00-6:00 PM)

Reviewed by: Yen Han Chen, Associate Planner

Approved by: Gloria Sciara, Development Review Officer

ATTACHMENTS

1. Flyer for Historic Preservation Month presentation on Eberhard Tannery
2. CLG Annual Report Commissioner Qualifications form
3. CLG Annual Report Training Received template
4. Draft CLG 2018-2019 Annual Report template
5. Draft 2020 Work-Plan and 2019 Accomplishments

From: loriesc@ix.netcom.com
To: [Gloria Sciara](#); [Yen Chen](#)
Subject: Flyer for Historic Preservation Month presentation
Date: Monday, February 24, 2020 8:01:42 AM
Attachments: [Flyer for Lecture USE.pdf](#)

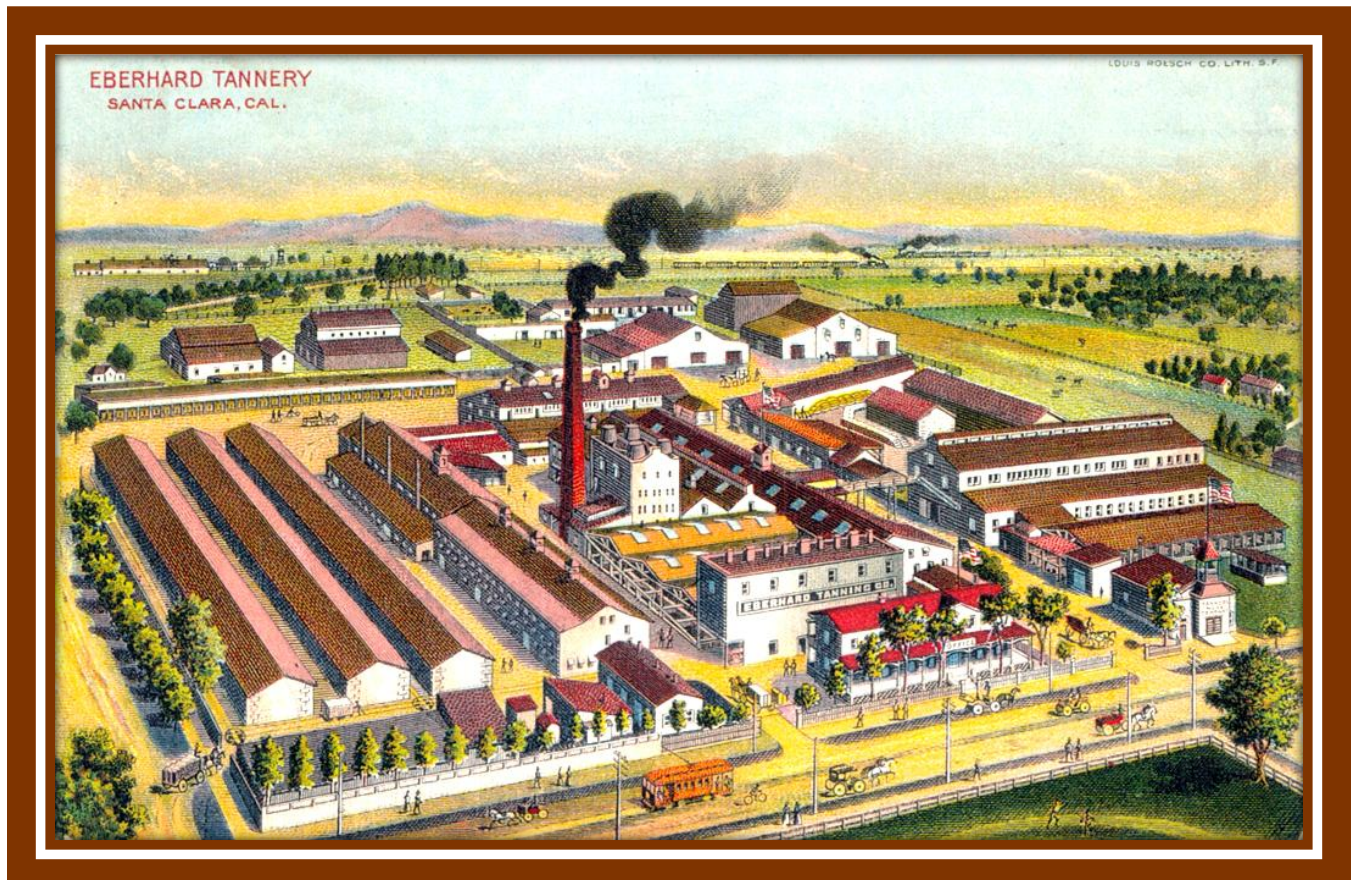
Hi,

Attached in the flyer for the talk I will be giving for preservation month. As HLC meets to infrequently these days, I though I'd send it early so you'd have it at hand for whenever you want to give it to them. I have sent a copy to Mary Hanel and Justin Wasterlain at the Mission Branch Library for them to use in advertising it among their groups. Mary offered to share the information with the various historic groups she is involved with.

Lorie

A MODEL TANNERY

In existence for 100+ years, like many of the industries that once flourished in the Santa Clara Valley the **Eberhard Tannery** has come and gone. Today, few residents of Santa Clara realize that at one time it was the largest and most significant tannery in the State of California and the Town of Santa Clara's most widely known manufacturing enterprise.



May is **National Historic Preservation Month** and as the California Office of Historic Preservation says: "Historic preservation is not only about preserving buildings and sites, but also the stories and traditions connected to those places. Preserve the history, tell the stories!" Join us and learn about **the History of the Eberhard Tannery and the Eberhard Family**; hear the story of how their contributions helped make Santa Clara the City we have today. Lorie Garcia, City Historian, City of Santa Clara.

WHEN: May 23, 2019, 1-3:00 P.M.

WHERE: Mission Branch Library Community Room, 1098 Lexington Street, Santa Clara

Sponsored by the City of Santa Clara Historic & Landmarks Commission. Co-sponsored by the Mission Branch Library.

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government _____

Name of Commissioner _____

Date of Appointment: _____

Date Term Expires: _____

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation.

At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

_____Yes

_____No

Summarize you qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

D. Training Received

Indicate what training each commissioner and staff member has received. Remember it is a CLG requirement is that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date
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Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

INSTRUCTIONS: This is a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to Lucinda.Woodward@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG

Type here.

Report Prepared by: Type here.

Date of commission/board review: Type here.

MINIMUM REQUIREMENTS FOR CERTIFICATION

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. What amendments or revisions, if any, are you considering to the certified ordinance? Please forward drafts or proposals.

REMINDER: Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status.

Type here.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code. Type here.

B. New Local Landmark Designations (Comprehensive list of properties/districts designated under local ordinance, HPOZ, etc.)

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

1. During the reporting period, October 1, 2018 – September 30, 2019, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
Type here.	Type here.	Type here.	Type here.

REMINDER: Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors?

Property Name/Address	Date Removed	Reason
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan? ☐ No
☐ Yes, in a separate historic preservation element. ☐ Yes, it is included in another element.

Provide an electronic link to the historic preservation section(s) of the General Plan or to the separate historic preservation element. Type here.

D. Review Responsibilities

1. Who takes responsibility for design review or Certificates of Appropriateness?

☐ All projects subject to design review go the commission.

☐ Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? Type here.

2. California Environmental Quality Act

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

- What is the role of the staff and commission in *providing input* to CEQA documents prepared for or by the local government? Type here.

What is the role of the staff and commission in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government? Type here.

3. Section 106 of the National Historic Preservation Act

- What is the role of the staff and commission in *providing input* to Section 106 documents prepared for or by; the local government? Type here.
- What is the role of the staff and commission in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government? Type here.

II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
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Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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Attach resumes and Statement of Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications not been met and how professional expertise is otherwise being provided. Type here.
2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? Type here.

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? ☐ Yes ☐ No If not, who serves as staff? [Click or tap here to enter text.](#)
2. If the position(s) is not currently filled, why is there a vacancy? Type here.

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Type here.	Type here.	Type here.	Type here.

C. Attendance Record

Please complete attendance chart for each commissioner and staff member. Commissions are required to meet four times a year, at a minimum. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
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Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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D. Training Received

Indicate what training each commissioner and staff member has received. Remember it is a CLG requirement is that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
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Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year (excluding those funded by OHP)

NOTE: California CLG procedures require CLGs to submit survey results, including historic contexts, to OHP. (If you have not done so, submit an electronic copy or link if available online with this report.)

Context Name	Description	How it is Being Used	Date Submitted to OHP
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

B. New Surveys or Survey Updates (excluding those funded by OHP)

NOTE: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to OHP
Type here.	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? Type here.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

What public outreach, training, or publications programs has the CLG undertaken? How were the commissioners and staff involved? Please provide an electronic link to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
Type here.	Type here.	Type here.

ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

NOTE: OHP will forward this information to NPS on your behalf. Please read “Guidance for completing the Annual Products Report for CLGs” located at http://www.nps.gov/clg/2015CLG_GPRA/FY2013_BaselineQuestionnaireGuidance-May2015.docx.

A. CLG Inventory Program

During the reporting period (October 1, 2018-September 30, 2019) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. These might include National Register, California Register, California Historic Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Type here.	Type here.

B. Local Register (i.e., Local Landmarks and Historic Districts) Program

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1. During the reporting period (October 1, 2018-September 30, 2019) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? ☐ Yes ☐ No
2. If the answer is yes, then how many properties have been added to your register or designated from October 1, 2018 to September 30, 2019? [Click or tap here to enter text.](#)

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2018-September 30, 2019) did you have a Local Tax Incentives Program, such as the Mills Act? ☐ Yes ☐ No
2. If the answer is yes, how many properties have been added to this program from October 1, 2018 to September 30, 2019? [Click or tap here to enter text.](#)

Name of Program	Number of Properties Added During 2018-2019	Total Number of Properties Benefiting From Program
Type here.	Type here.	Click or tap here to enter text.

D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2018-September 30, 2019) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? ☐ Yes ☐ No
2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2018 to September 30, 2019? [Type here.](#)

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2018-September 30, 2019) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? ☐ Yes ☐ No

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2. If the answer is yes, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s) from October 1, 2018 to September 30, 2019? [Type here.](#)

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2018-September 30, 2019) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? ☐ Yes ☐ No
2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2018 to September 30, 2019? [Type here.](#)

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

IN ADDITION TO THE MINIMUM CLG REQUIREMENTS, OHP IS INTERESTED IN A SUMMARY OF LOCAL PRESERVATION PROGRAMS

- A. What are your most critical preservation planning issues? [Type here.](#)
- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? [Type here.](#)
- C. What recognition are you providing for successful preservation projects or programs? [Type here.](#)
- D. What are your local historic preservation goals for 2019-2020? [Type here.](#)
- E. So that we may better serve you in the future, are there specific areas and/or issues with which you could use technical assistance from OHP? [Type here.](#)
- F. In what subject areas would you like to see training provided by the OHP? How you like would to see the training delivered (workshops, online, technical assistance bulletins, etc.)?

Certified Local Government Program -- 2018-2019 Annual Report

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Training Needed or Desired	Desired Delivery Format
Type here.	Type here.

G. Would you be willing to host a training working workshop in cooperation with OHP? ☐ Yes ☐ No

H. Is there anything else you would like to share with OHP? *Click or tap here to enter text.*

XII Attachments (electronic)

- ☐ Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- ☐ Minutes from commission meetings
- ☐ Drafts of proposed changes to the ordinance
- ☐ Drafts of proposed changes to the General Plan
- ☐ Public outreach publications

Email to Lucinda.Woodward@parks.ca.gov



HISTORICAL AND LANDMARKS COMMISSION

2020 WORK-PLAN

AND

2019 ACCOMPLISHMENTS

Michael Celso
Stephen Estes
Patricia Leung
Kathleen Romano
Ana Vargas-Smith
Spike Standifer
Megan Swartzwelder

MISSION STATEMENT:

The mission of the City of Santa Clara is to promote a living and working environment that allows for the best quality of life by serving the community with resourceful, efficient, progressive and professional leadership.

Adopted by City Council action,
July 25, 1989

HISTORICAL AND LANDMARKS COMMISSION:

The Historical & Landmarks Commission acts in an advisory capacity to the City Council in all matters pertaining to historical places and landmarks. This Commission provides advice on the naming and renaming of streets, museums and the establishment thereof in the City, and the marking and preservation of historical landmarks and places.

2020 WORK PLAN

GOAL/OBJECTIVE	PROPOSED ACTIVITIES	PRIORITY RANKING	TIMELINE FOR COMPLETION
Review of land use applications pertaining to Historic Preservation Ordinance	Consider applicant presentations on project proposals, conduct site visits, and provide funding recommendations to the City Council.	1	Ongoing
Maintain a professional, active and educated historic preservation commission	Fulfill Certified Local Government requirements by participating in one or more Commissioner workshops / e-training sessions.	1	Oct 2019-Sep 2020
Identify, protect, preserve and enhance historic resources	Recommend to City Council the designation of Mills Act properties as initiated by property owners.	1	Ongoing
Promote public knowledge, participation, understanding and appreciation of Santa Clara's rich and diverse history and sense of place.	Support Historic Preservation Month activities to raise awareness of historic preservation.	1	May 2020
	Recognize, support, and collaborate with other organizations/ agencies, to promote and enhance knowledge of the history and cultural heritage of Santa Clara through recognition events and sponsorships.	2	Ongoing

ONGOING DUTIES AND RESPONSIBILITIES/PROJECTS

DUTIES	ACTIVITIES
Advise City Council on historic resources.	<p>Respond to inquiries from City Council, Community Development Department, Parks and Recreation Department, or other departments as appropriate regarding historic preservation issues.</p> <p>Respond to requests for Corrections or Changes to Historic Property Inventory</p> <p>Provide recommendations on proposed street names.</p>
Mills Act Contracts	Consider Mills Act applications as received and make recommendations to the Board.
Outreach and Public Relations	Support an active and creative program of public education, maintain and enhance historic preservation web page with list of all our Landmarks / Mills Act and historic properties and develop brochures and other publications related to City history, historic preservation and the Commission, and provide recommendations for historic displays.

2019 ACCOMPLISHMENTS

GOAL/OBJECTIVE	ACTIVITIES SUPPORTING GOAL	STATUS
Encourage, through public and private action and collaboration with other organizations, the maintenance and rehabilitation of historic resources	The Commission members served as liaisons to several groups working on preservation issues, such as the Santa Clara Arts and Historical Consortium; Historic Preservation Society of Santa Clara; Old Quad Residents Association; Agnews Historic Cemetery Museum Committee; architectural Committee; and other miscellaneous committees.	Ongoing
	The Commission also volunteered many hours of time to the City's two historic non-profit groups assisting with the Home Tour, Community Cultural Arts Festival, the Harris-Lass Historic Preserve activities and other fundraisers.	Ongoing / Completed September 2019
	Planning staff reviews the Section 106 requests, the Commission on occasion will review requests when the proposal directly impacts a historically designated resource.	Completed
Maintain a professional, active and educated historic preservation commission	The Commission continues to be authorized to send up to 3 members to training workshops, budget allowing.	Ongoing / Completed
	2019 Annual Preservation Conference, and Santa Clara Home Tour were attended by Commissioners, and Onboarding of New Commissioners	Completed various dates 2019

Identify, protect, preserve and enhance historic resources.	<p>During the 2006-2007 CLG reporting period, the City of Santa Clara initiated a new small oval bronze plaque program for historical properties.</p> <p>The Historical and Landmarks Commission during 2018-19 CLG reporting period authorized Mills Act Contract properties to receive small oval bronze plaques. Approximately 65 bronze plaques have been placed at designated sites within the City of Santa Clara.</p> <p>The Commission reviewed 13 projects that were referred during the CLG reporting period (October 1, 2018-September 30, 2019).</p> <p>Addition of one property to the City's HRI.</p> <p>The City added four Historic Preservation Contract (Mills Act) properties. 152 total properties have benefited from the program.</p>	<p>Ongoing</p> <p>Ongoing / Completed September 2019</p> <p>Completed September 2019</p> <p>Completed 2019</p> <p>Completed various dates 2019</p>
Promote public knowledge, participation, understanding and appreciation of Santa Clara's rich history and sense of place.	<p>Support Historic Preservation Month activities to raise awareness of historic preservation.</p> <p>The Historical and Landmarks Commission in the lobby of City Hall in the public information display case installed a display.</p> <p>The Historical and Landmarks Commission Co-sponsored by the Santa Clara Woman's Club. A Historic Preservation Lecture on Santa Clara's Californio Community Lecture.</p>	<p>Completed May 2019</p> <p>Completed May 2019</p> <p>Completed May 2019</p>
Preservation law amendments or revision.	<p>The City Council approved the Historic Preservation Ordinance on November 7, 2017 and it became effective on December 7, 2017. Planning applications requiring City Council, Planning Commission or Architectural Review that are within 200 feet of an eligible structure should adhere to the Historic Preservation Ordinance. Planning application for Historical Preservation Agreement properties (Mills Act Contract) are review by the Historical and Landmarks Commission.</p> <p>Audit of Historic Preservation Agreements (Mills Act Contracts)</p>	<p>Ongoing</p> <p>Ongoing</p>