



**MINUTES
Thursday, September 1, 2016
Regular Meeting – 7:00 P.M.**

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.B.: PLN2016-12028 / 1591 Homestead Road**

1. CALL TO ORDER

The meeting was called to order at 7:05 p.m.

2. ROLL CALL

Commissioners Present: Brian Johns, Priya Cherukuru, Jeannie Mahan, Michael Hyams, Patricia Leung and J.L. "Spike" Standifer

Commissioners Absent: Stephen Estes

Staff Present: Yen Chen, Associate Planner; Steve Le, Assistant Planner I, Fahteen Khan, Assistant Planner I

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. Commissioner 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 – None

6. ORAL PETITIONS/ANNOUNCEMENTS AND COMMUNICATIONS

- 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 July 7, 2016.

Motion/Action: Motion was made by Cherukuru, seconded by Hyams to approve the Minutes of July 7, 2016 (5-0-1-1, Leung abstain, Estes absent).

7.B. Approval of Historical and Landmarks Commission Minutes for the meeting of August 4, 2016.

Motion/Action: Motion was made by Hyams, seconded by Cherukuru to approve the Minutes of August 4, 2016 (6-0-0-1, Estes absent).

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

8. PUBLIC MEETING ITEMS

8.A. File No.(s): PLN2016-11844

Location: 1777 Lafayette Street, a 1.58 acre parcel located on the eastside of Lafayette Street, approximately 300 feet north of Civic Center Drive, APN: 224-74-039; property is zoned Planned Development (PD)

Applicant/Owner: Majid Azadeh

Request: **Design Review** of the removal and replacement of existing translucent skylight panels to install new curb-mounted dome-type skylights.

CEQA Determination: Categorically Exempt per CEQA Section 15331 – Historical Resource Rehabilitation

Project Planner: Steve Le, Assistant Planner I

Staff Recommendation: Review and comment

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: Mr. Le provided an overview of the project to the Commission. The applicant and the HOA representatives addressed the Commission and answered question. The Commission reviewed written recommendation from Craig Mineweaser, Architectural Advisor the Commission. Chair Johns opened up the item for public comment. No comments were received.

The Commission discussed the need to have a Secretary of Interior analysis for the proposed installation. The Commission discussed opportunities to install lower profile skylights. The Commission also requested a schedule of future improvements to the property. The Commission noted that importance to bring back options for the repair.

Motion/Action:

Motion was made by Cherukuru, seconded by Mahan to recommend that the HLC Architectural Advisor's comments be made part of the record and bring back options on the design and cost implications, and to continue the project (6-0-0-1, Estes absent).

Motion was made by Johns, seconded by Leung that an updated preservation plan be provided with the formal applicaiton (6-0-0-1, Estes absent).

8.B. File No.(s): **PLN2016-12028**

Location: 1591 Homestead Road, an approximately 9,342 square-foot parcel located at the corner of Lincoln Street and Homestead Road, APN: 269-20-093; property is zoned Historic Combining (HT).

Applicant/Owner: Peter Hilton / Daria and William Hilton

Request: **Historic Preservation Agreement (Mills Act Contract)** for the existing two-story single family residence

CEQA Determination: Categorically Exempt per CEQA Section 15331 – Historical Resource Rehabilitation

Project Planner: Fahteen Khan, Assistant Planner I

Staff Recommendation: **Recommend 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: Ms. Khan provided an overview of the request to the Commission. Peter Hilton, owner's representative, addressed the Commission and answered questions. He reviewed the history of ownership of the property and how the property is currently being used as a multi-generational family residence. He noted the office permitted by the HT zoning was still in use. Commissioner Mahan noted that property was part of a walking tour three years ago. Mr. Hilton explained that the family lost the Proposition 13 tax base. This is one of the reasons the family is seeking to enter into a preservation agreement.

Chair Johns opened up the item for public comment. Lou Faria noted support for the request for Mills Act Contract. He noted that the 10 Year Plan needs to address items that would protect and preserve the historical resource. He suggested that rewiring and shingles repairs are high priority items. Mr. Faria commented that the stairway to the 2nd floor not be allowed to be replaced. Judy Tucker commented that the balcony should be brought back to its original state. The public comment period was then closed.

The Commission discussed prioritizing the 10 Year Plan and noted that function and safety items be moved up to the top of the list. Mr. Chen asked for direction from the Commission on rear stairs leading the non-historic portion of the structure. He also noted that staff recommends that tree stump removal be deleted from the 10 Year Plan. The Commission concurred that the focus should be on the repair and restoration of items visible from the street.

Motion/Action:

Motion was made by Cherukuru, seconded by Standifer to recommend approval of the Preservation Agreement, subject to updating and prioritizing the 10 Year Plan with items that will protect the resource and repair and restoring character defining element visible from the street, and the removal of the rear stair and stump removal from the plan (5-1-1, Estes absent).

Motion was made by Cherukuru seconded by Leung that the removed stairway does not require further Commission review and authorize staff address the correction notice (5-0-0-2, Standifer and Estes absent)

Motion was made by Cherukuru, seconded by Mahan to award a small bronze plaque with corrected circa 1876 date (5-0-1-1, Hyams opposed, Estes absent).

Motion was made by Cherukuru, seconded by Leung to recommend a revised historic survey (DPR Form), clarifying which structures are not historical, prior to forwarding the request to the City Council (6-0-0-1, Estes absent).

9. OTHER BUSINESS

9.A. Commission Procedures and Staff Communications

i. Announcements/Other Items


- Correspondence received for HLC

- None
 - Review procedures for re-roofing of single family residences and Mills Act properties
 - Mr. Chen provided an overview of the procedures and answered questions.
 - The Commission noted that it was not clear as to when an item would be sent to the HLC for review and asked that this item be brought back with clarifications.
 - 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**
- Santa Clara Arts and Historic Consortium (Standifer/Cherukuru 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 Friday of each month at 10:00 a.m. - Harris Lass Preserve]
 - Old Quad Residents Association (Hyams/Mahan as alternate)
 - Architectural Committee (Mahan / Johns as alternate)
 - Agnews Historic Cemetery Museum Committee (Standifer/Hyams as alternate)
 - BART/ High Speed Rail/ VTA BRT Committee (Johns/Cherukuru as alternate)
 - Zoning Ordinance Update (Johns/Hyams Alternate)
 - Review of Mills Act Contracts Ad-hoc Committee (Johns, Hyams and Estes)
 - Review of Publications, CAMP and Technical Briefs Ad-hoc Committee (Cherukuru, Mahan and Estes)
- iv. Commission Activities**
- Commissioner Travel and Training Reports
 - Commissioner Mahan reported on the Public Service Ethics Education on-line training course.
The training is approximately 2 hrs in duration and was completed on August 24, 2016.
- v. Upcoming Agenda Items**
- Projects not requiring HLC Review- TBD
 - Review of Street Name List – TBD
 - Commission Training – TBD (Lorie Garcia)

ADJOURNMENT

The meeting was adjourned at 9:56 p.m. The next regular Historical and Landmarks Commission meeting will be held on Thursday, October 1, 2016 at 7:00 p.m. in the City Council Chambers.

Prepared by: 
Yen Han Chen
Associate Planner

Approved: 
 Gloria Sciara, AICP
Development Review Officer

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